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**MASSAGE THERAPY AND BODYWORK THERAPY  
AFFILIATED CREDENTIALING BOARD  
Room 121C, 1400 East Washington Avenue, Madison  
Contact: Tom Ryan (608) 266-2112  
December 14, 2016**

*The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.*

**AGENDA**

**9:00 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

- A) Adoption of Agenda (1-3)**
- B) Approval of Minutes of September 15, 2016 (4-5)**
- C) Administrative Updates**
  - 1) Appointments/Reappointments/Confirmations
  - 2) Department and Staff Updates
  - 3) Board Members – Term Expiration Dates
    - a) Darlene Campo – 07/01/2018
    - b) Robert Coleman – 07/01/2018
    - c) Carla Hedtke – 07/01/2018
    - d) Elizabeth Krizenesky – 07/01/2018
    - e) Mark Richardson – 07/01/2018
  - 4) Wis. Stat. s 15.085 (3)(b) – Biannual Meeting with the Medical Examining Board
  - 5) Informational Items
- D) Elections, Appointments, Reappointments, Confirmations, and Committee, Panel and Liaison Appointments**
- E) Federation of State Massage Therapy Boards (FSMTB) Matters**
- F) Legislative/Administrative Rule Matters (6-9)**
  - 1) Review of Proposals for Chapters MTBT 2 and 3 and Consideration of Emergency Rule Writing
  - 2) Update on Other Legislation and Pending or Possible Rulemaking Projects
- G) Credentialing Liaison Report (10-11)**
- H) Speaking Engagements, Travel, or Public Relation Requests, and Reports**
  - 1) Report from the 2016 FSMTB Annual Meeting – Darlene Campo and Tom Ryan
- I) Informational Items**

- J) Items Added After Preparation of Agenda:
- 1) Introductions, Announcements and Recognition
  - 2) Administrative Updates
  - 3) Education and Examination Matters
  - 4) Credentialing Matters
  - 5) Practice Matters
  - 6) Legislation/Administrative Rule Matters
  - 7) Liaison Report(s)
  - 8) Nominations, Elections, and Appointments
  - 9) Informational Item(s)
  - 10) Disciplinary Matters
  - 11) Presentations of Petition(s) for Summary Suspension
  - 12) Presentation of Proposed Stipulation(s), Final Decision(s) and Order(s)
  - 13) Presentation of Proposed Decisions
  - 14) Presentation of Interim Order(s)
  - 15) Petitions for Re-Hearing
  - 16) Petitions for Assessments
  - 17) Petitions to Vacate Order(s)
  - 18) Petitions for Designation of Hearing Examiner
  - 19) Requests for Disciplinary Proceeding Presentations
  - 20) Motions
  - 21) Petitions
  - 22) Appearances from Requests Received or Renewed
  - 23) Speaking Engagement(s), Travel, or Public Relation Request(s), and Reports

K) Public Comments

**CONVENE TO CLOSED SESSION to deliberate on cases following hearing (§ 19.85 (1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.).**

**L) 9:00 A.M. APPEARANCE: DLSC Attorney Joost Kap and Melissa Lombardi – Review of Administrative Warning WARN00000538/DLSC Case No. 15 MAB 008 (12-16)**

**M) Credentialing Matters – Application Review (17-693)**

- 1) Katherine Camp **(17-60)**
- 2) Yan Gibson **(61-73)**
- 3) Ping Jiang **(74-160)**
- 4) Ying Liu **(161-247)**
- 5) Ning Nie **(248-333)**
- 6) Xiaohui Peng **(334-421)**
- 7) Deyuan Teng **(422-468)**
- 8) Li Xu **(469-597)**
- 9) Xinping Zhang **(598-693)**

- N) **Deliberation on Division of Legal Services and Compliance (DLSC) Matters**
  - 1) **Administrative Warnings**
  - 2) **Proposed Stipulations, Final Decisions and Orders**
    - a) 15 MAB 005 – Michelle Angst (**694-699**)
    - b) 15 MAB 055 – Shuying Ding (**700-706**)
  - 3) **Case Closures**
  - 4) **Monitoring**
  
- O) **Order Fixing Costs in the Matter of Disciplinary Proceedings Against Ismail Alshikly – Discussion and Consideration (707-712)**
  
- P) **Deliberation of Items Added After Preparation of the Agenda**
  - 1) Education and Examination Matters
  - 2) Credentialing Matters
  - 3) Disciplinary Matters
  - 4) Monitoring Matters
  - 5) Professional Assistance Procedure (PAP) Matters
  - 6) Petition(s) for Summary Suspensions
  - 7) Proposed Stipulations, Final Decisions and Orders
  - 8) Administrative Warnings
  - 9) Proposed Decisions
  - 10) Matters Relating to Costs
  - 11) Complaints
  - 12) Case Closings
  - 13) Case Status Report
  - 14) Petition(s) for Extension of Time
  - 15) Proposed Interim Orders
  - 16) Petitions for Assessments and Evaluations
  - 17) Petitions to Vacate Orders
  - 18) Remedial Education Cases
  - 19) Motions
  - 20) Petitions for Re-Hearing
  - 21) Appearances from Requests Received or Renewed
  
- Q) **Consulting with Legal Counsel**

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

- R) Open Session Items Noticed Above not Completed in the Initial Open Session
- S) Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate
- T) Delegation of Ratification of Examination Results and Ratification of Licenses and Certificates
- U) **Future Agenda Items**

**ADJOURNMENT**

**NEXT MEETING DATE FEBRUARY 7, 2017**

**MASSAGE THERAPY AND BODYWORK THERAPY  
AFFILIATED CREDENTIALING BOARD**

**September 15, 2016**

**PRESENT:** Darlene Campo, Robert Coleman (*arrived at 9:16 a.m.*), Carla Hedtke, Elizabeth Krizenesky, Mark Richardson

**STAFF:** Tom Ryan, Executive Director; Dale Kleven, Administrative Rules Coordinator; Nifty Lynn Dio, Bureau Assistant, and other Department Staff

**CALL TO ORDER**

Elizabeth Krizenesky, Chair, called the meeting to order at 9:03 a.m. A quorum of four (4) members was confirmed.

**ADOPTION OF AGENDA**

**MOTION:** Carla Hedtke moved, seconded by Darlene Campo, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES**

**Amendments to the Minutes**

- *Remove the amendment of 07/01/2020 from the last minutes*

**MOTION:** Mark Richardson moved, seconded by Robert Coleman, to approve the minutes of July 19, 2016 as amended. Motion carried unanimously.

**FEDERATION OF STATE MASSAGE THERAPY BOARDS (FSMTB) MATTERS**

**FSMTB 2016 Annual Meeting**

**MOTION:** Carla Hedtke moved, seconded by Robert Coleman, to clarify that Darlene Campo is the Board's appointed delegate for the 2016 FSMTB Annual Meeting. Motion carried unanimously.

**CLOSED SESSION**

**MOTION:** Darlene Campo moved, seconded by Mark Richardson, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.). The Chair read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Darlene Campo - yes; Robert Coleman – yes; Carla Hedtke – yes; Elizabeth Krizenesky - yes; Mark Richardson – yes. Motion carried unanimously.

The Board convened into Closed Session at 11:49 a.m.

**RECONVENE TO OPEN SESSION**

**MOTION:** Mark Richardson moved, seconded by Darlene Campo, to reconvene in Open Session. Motion carried unanimously.

The Board reconvened into Open Session at 12:21 p.m.

**VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION,  
IF VOTING IS APPROPRIATE**

**MOTION:** Darlene Campo moved, seconded by Mark Richardson, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

**DELIBERATION ON DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC)  
MATTERS**

**Proposed Stipulations, Final Decisions and Orders**

***16 MAB 006 – Loren Gifford***

**MOTION:** Darlene Campo moved, seconded by Mark Richardson, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Loren Gifford, DLSC Case No. 16 MAB 006. Motion carried unanimously.

**CREDENTIALING MATTERS**

**Application Review**

***Katherine Camp***

**MOTION:** Darlene Campo moved, seconded by Carla Hedtke, to issue an Intent to Deny regarding the application of Katherine Camp. The Board intends to deny the application, unless the applicant submits additional documentation demonstrating that the applicant has successfully completed educational course work required by the Board to ensure protection of the public health, safety and welfare pursuant to Wis. Stat. §§ 460.05(1)(e), 460.07(2), and 440.08(3), and Wis. Admin. Code §§ MTBT 3.01, MTBT 4.04, and SPS 4.10. Motion carried unanimously.

**RATIFICATION OF LICENSES AND CERTIFICATES**

**MOTION:** Robert Coleman moved, seconded by Mark Richardson, to delegate ratification of examination results to DSPS staff and to ratify all licenses and certificates as issued. Motion carried unanimously.

**ADJOURNMENT**

**MOTION:** Mark Richardson moved, seconded by Darlene Campo, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 12:22 p.m.

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

1) Name and Title of Person Submitting the Request:  <b>Dale Kleven Administrative Rules Coordinator</b>		2) Date When Request Submitted:  <b>12/2/16</b> Items will be considered late if submitted after 12:00 p.m. on the deadline date: ▪ 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections:  <b>Massage Therapy and Bodywork Therapy Affiliated Credentialing Board</b>			
4) Meeting Date:  <b>12/14/16</b>	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? <b>Legislative and Administrative Rule Matters – Discussion and Consideration</b> <b>1. Review of and Proposals for chs. MTBT 2 and 3 and Consideration of Emergency Rule Writing</b> <b>2. Update on Other Legislation and Pending or Possible Rulemaking Projects</b>	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both		8) Is an appearance before the Board being scheduled?  <input type="checkbox"/> Yes ( <a href="#">Fill out Board Appearance Request</a> ) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:
10) Describe the issue and action that should be addressed:			
11) Authorization			
<i><b>Dale Kleven</b></i>		<i><b>December 2, 2016</b></i>	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

## Chapter MTBT 2

### APPLICATION

**MTBT 2.01** Application for a license.  
**MTBT 2.015** Waiver of education requirements.

**MTBT 2.03** Reciprocal license.  
**MTBT 2.04** Accommodations relating to a disability.

**Note:** Chapter RL 91 was renumbered chapter SPS 91 under s. 13.92 (4) (b) 1., Stats., Register November 2011 No. 671. Chapter SPS 91 was renumbered to MTBT 2 under s. 13.92 (4) (b) 1., Stats., Register August 2012 No. 680.

**MTBT 2.01 Application for a license.** An individual applying for a certificate as a massage therapist or bodyworker shall submit all of the following to the department:

(1) An application on a form provided by the department.

**Note:** Application forms are available upon request to the Department of Safety and Professional Services at 1400 East Washington Avenue, P.O. Box 8935, Madison, Wisconsin 53708.

(2) The fee specified under s. 440.05 (1), Stats.

(3) Evidence satisfactory to the department that he or she:

(a) Has graduated from a school of massage therapy or bodywork approved by the educational approval board at the time of the applicant's graduation or completed an approved training program.

**Note:** A list of approved schools is available upon request to the Educational Approval Board, 30 West Mifflin Street, 9th Floor, P.O. Box 8696, Madison, Wisconsin 53708.

(b) Has successfully completed at least 6 classroom hours of study in the laws of this state and rules of the department relating to the practice of massage therapy or bodywork in a course of instruction offered by any of the following:

1. A school of massage therapy or bodywork approved by the educational approval board, whether or not the course of instruction was completed to meet a requirement for graduation.

2. An approved training program whether or not the training program is completed by the individual for purposes of satisfying par. (a).

3. A school approved by an accrediting agency.

4. A technical college established pursuant to s. 38.02, Stats.

(c) Is 18 years of age or older.

(d) Has graduated high school or attained high school equivalency as determined by the department of public instruction under s. 115.29 (4), Stats.

(e) Has not been convicted of an offense under s. 940.22, 940.225, 944.15, 944.17, 944.30, 944.31, 944.32, 944.33, 944.34, 948.02, 948.025, 948.08, 948.085, 948.09, 948.095 or 948.10, Stats., or a comparable offense under federal law or a law of any other state.

(f) Subject to ss. 111.321, 111.322 and 111.335, Stats., has not been convicted of any other offense not listed in par. (e), the circumstances of which substantially relate to the practice of massage therapy or bodywork.

(g) Has passed either the national certification examination for therapeutic massage and bodywork or the national certification examination for therapeutic massage that are offered by the national certification board for therapeutic massage and bodywork, or another examination relating to the practice of massage therapy or bodywork that is administered by a national board that is accredited by the national commission for certifying agencies or a substantially equivalent examination approved by the department.

(h) Has passed an examination on state laws and administrative rules governing massage therapy or bodywork.

(i) Has in effect as a policyholder and insured, malpractice liability insurance coverage in an amount that is not less than

\$1,000,000 per occurrence and \$1,000,000 for all occurrences in one year.

(j) Has successfully completed a course consisting of 5 classroom hours in adult cardiopulmonary resuscitation and standard first aid if the individual has not graduated from a school of massage therapy or bodywork approved by the educational approval board and the 5 classroom hours are not completed by the individual as part of an approved training program as provided under s. MTBT 3.01.

(k) Has current proficiency in the use of an automated external defibrillator achieved through instruction provided by an individual, organization, or institution of higher education approved under s. 46.03 (38), Stats., to provide the instruction.

**History:** Cr. Register, February, 1999, No. 518, eff. 3-1-99; emerg. am. (intro.), r. (3) (a), renum. (3) (b) to (e) to be (3) (a) to (d) and am. (3) (a) and (d), cr. (3) (e) and (f), eff. 9-3-00; am. (intro.), r. (3) (a), renum. (3) (b) to (e) to be (3) (a) to (d) and am. (3) (a) and (d), cr. (3) (e) and (f), Register, January, 2001, No. 541, eff. 2-1-01; CR 06-069; am. (intro.) and (2), r. and recr. (3) (a), renum. (3) (b), (c), (d), (e) and (f) to be (f), (i), (g) (h), and (j), and am. (f), (g), (i) and (j), cr. (3) (b) to (e), Register December 2006 No. 612, eff. 1-1-07; correction in (3) (j) made under s. 13.92 (4) (b) 7., Stats., Register November 2011 No. 671; correction in (3) (j) made under s. 13.92 (4) (b) 7., Stats., Register August 2012 No. 680; EmR0827; emerg. cr. (3) (k), eff. 9-10-08; CR 08-086; cr. (3) (k) Register September 2012 No. 681, eff. 10-1-12; (3) (k) renum. from SPS 91.01 (3) (k) made under s. 13.92 (4) (b) 7., Stats., Register September 2012 No. 681; CR 13-055; am. (title) Register May 2014 No. 701, eff. 6-1-14.

**MTBT 2.015 Waiver of education requirements.** The requirements of s. MTBT 2.01 (3) (a) and (b) shall be waived if an individual submits evidence satisfactory to the department that he or she has successfully completed a course consisting of 5 classroom hours in adult cardiopulmonary resuscitation and standard first aid and satisfied one of the following:

(1) Is currently either certified or recertified by the national certification board for therapeutic massage and bodywork.

(2) Is currently either certified or recertified as active and in good standing by any other organization accredited to certify massage therapy or bodywork by the national commission for certifying agencies.

**History:** CR 06-069; cr. Register December 2006 No. 612, eff. 1-1-07; correction in (intro.) made under s. 13.92 (4) (b) 7., Stats., Register November 2011 No. 671; correction in (intro.) made under s. 13.92 (4) (b) 7., Stats., Register August 2012 No. 680.

**MTBT 2.03 Reciprocal license.** (1) An individual applying for a license on the basis of a similar license, registration or license in another state or territory of the United States or another country shall:

(a) Submit an application on a form provided by the board.

**Note:** Application forms are available upon request to the department at 1400 East Washington Avenue, P.O. Box 8935, Madison, Wisconsin 53708.

(b) Pay the fee required under s. 440.05 (2), Stats.

(c) Submit evidence satisfactory to the board that the individual:

1. Holds a current similar license, registration or certificate to practice massage therapy or bodywork in another state or territory of the United States or another country, the requirements for which are substantially equivalent to the requirements under s. 460.05, Stats.

2. Has not been convicted of an offense under s. 940.22, 940.225, 944.15, 944.17, 944.30, 944.31, 944.32, 944.33, 944.34, 948.02, 948.025, 948.08, 948.085, 948.09, 948.095 or 948.10,

Stats., or a comparable offense under federal law or a law of any other state.

4. Subject to ss. 111.321, 111.322 and 111.335, Stats., has not been convicted of any other offense not listed under subd. 2., the circumstances of which substantially relate to the practice of massage therapy or bodywork.

7. Has in effect as a policyholder and insured, malpractice liability insurance coverage in an amount that is not less than \$1,000,000 per occurrence and \$1,000,000 for all occurrences in one year.

(2) Requirements for a current similar license, registration or certificate to practice massage therapy or bodywork in another state or territory of the United States or another country, are substantially equivalent to the requirements under s. 460.05, Stats., if the requirements include either of the following:

(a) Certification by the national certification board for therapeutic massage and bodywork or any other organization accred-

ited by the national commission for certifying agencies to certify massage therapy or bodywork.

(b) Completion of at least 500 classroom hours of instruction in massage therapy or bodywork at a school approved by an accrediting agency, and passing an examination relating to the practice of massage therapy or bodywork that is administered or approved by an accrediting agency.

**History:** Cr. Register, February, 1999, No. 518, eff. 3-1-99; am. (1) (intro.) and (c) 1., Register, January, 2001, No. 541, eff. 2-1-01; CR 06-069: am. (1) (intro.), (1) (c) 1., 4., and 7., and (2) r. and recr. (1) (c) 2., r. (1) (c) 3., 5. and 6., cr. (2) (a) and (b), Register December 2006 No. 612, eff. 1-1-07; CR 13-055: am. (title), (1) (intro.), (a), (c) (intro.) Register May 2014 No. 701, eff. 6-1-14; correction in (1) (c) (intro.) made under s. 35.17, Stats., Register May 2014 No. 701.

#### **MTBT 2.04 Accommodations relating to a disability.**

A qualified individual with a disability shall be provided with reasonable accommodations requested in connection with the completion of an application for certification as a massage therapist or bodyworker.

**History:** Cr. Register, February, 1999, No. 518, eff. 3-1-99; CR 06-069: am. Register December 2006 No. 1-1-07.

## Chapter MTBT 3

### EDUCATION

#### MTBT 3.01 Approved training program.

**Note:** Chapter RL 92 was renumbered chapter SPS 92 under s. 13.92 (4) (b) 1., Stats., Register November 2011 No. 671. Chapter SPS 92 was renumbered MTBT 3 under s. 13.92 (4) (b) 1., Stats., Register August 2012 No. 680.

**MTBT 3.01 Approved training program. (1)** An individual applying for a license as a massage therapist or bodywork therapist who has not graduated from a school of massage therapy or bodywork therapy approved by the educational approval board shall submit an official transcript or other official documentation showing dates and total hours attended and a description of the curriculum completed establishing that he or she has completed an approved training program.

**(2)** Credit may be granted for an approved training program regardless of when the program was completed.

**(4)** In addition to satisfying the requirements of sub. (5), an approved training program shall be one of the following:

(a) An associate degree program, or a technical diploma program in massage therapy or bodywork offered by a technical college established pursuant to s. 38.02, Stats.

(b) A course of instruction in massage therapy or bodywork offered by a school accredited by an accrediting agency at the time the individual completes the course of instruction.

**(5)** An approved training program shall consist of a minimum of 600 classroom hours of study and shall include the following subject areas:

(a) Anatomy, physiology, pathology, and kinesiology: 125 classroom hours.

(b) Business, law and ethics: 50 classroom hours, which shall include at least 6 classroom hours in the laws of this state and rules of the board relating to the practice of massage therapy or bodywork therapy required by s. MTBT 2.01 (3) (b).

(c) Massage therapy or bodywork theory, technique, and practice: 300 classroom hours which shall include 100 classroom hours of supervised hands-on practice.

(d) Student clinic: 20 classroom hours.

(e) Adult cardiopulmonary resuscitation (CPR) and standard first aid: 5 classroom hours. The requirement of this paragraph may be alternatively satisfied as provided under s. MTBT 2.01 (3) (j).

(f) Additional massage therapy or bodywork course offerings meeting the objectives of the course of instruction: 100 classroom hours.

**History:** Cr. Register, February, 1999, No. 518, eff. 3-1-99; emerg. am. (1), (5) (e) and (f), r. and recr. (3) and (4), eff. 9-3-00; am. (1), (5) (e) and (f), r. and recr. (3) and (4), Register, January, 2001, No. 541, eff. 2-1-01; correction in (3) made under s. 13.93 (2m) (b) 7., Stats., Register, January, 2001, No. 541; CR 06-069; am. (1), (2), (4) (intro.), (a), (b), (5) (intro.), (b), (d) and (e), r. (3), Register December 2006 No. 612, eff. 1-1-07; correction in (5) (b), (e) made under s. 13.92 (4) (b) 7., Stats., Register November 2011 No. 671; correction in (5) (b), (e) made under s. 13.92 (4) (b) 7., Stats., Register August 2012 No. 680; CR 13-055; am. (1), (5) (b) Register May 2014 No. 701, eff. 6-1-14.

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b>  Darlene Campo		<b>2) Date When Request Submitted:</b>  11/18/2016 Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> <li>▪ 10 work days before the meeting for Medical Board</li> <li>▪ 14 work days before the meeting for all others</li> </ul>	
<b>3) Name of Board, Committee, Council, Sections:</b>  Massage Therapy and Bodywork Therapy Affiliated Credentialing Board			
<b>4) Meeting Date:</b>  9/29/2016	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b>  Credentialing Liaison Report	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	<b>8) Is an appearance before the Board being scheduled? If yes, who is appearing?</b>  No	<b>9) Name of Case Advisor(s), if required:</b>	
<b>10) Describe the issue and action that should be addressed:</b>  Darlene Campo has compiled data in her role as credentialing and includes it as part of her report.			
<b>11) Authorization</b>			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Bureau Director signature (indicates approval to add post agenda deadline item to agenda)		Date	

## All Applications by Categories

MTBT Applications  
7/27/15-11/7/16  
(N=193)

