

**Update on the implementation of changes within PALS
based on Act 78 and 79 of 2021**

The Administration at the BPOA have provided the following answers to the PSPA's inquiries on the changes associated with the passage of recent legislation.

Update on online written agreement

Question 1: Has the board determined how the written agreements will be selected for the 10% board review?

Answer 1: The 10% review is completely random with every tenth agreement subject to a full review under the new standards. No specific focus will be used for selection.

Question 2: What has changed as far as the PALS processing of a written agreement?

Answer 2: There is nothing new with the initial written agreement PALS process. When an application is complete and filed, an MX/OX number is issued to indicate that a written agreement is filed. This allows there to be an official public record between the primary supervisor and physician assistant and DEA can verify the drug schedules.

Question 3: Will the instruction video and written instructions on completing the written agreement be modified to reflect the written agreement no longer needing to be approved?

Answer 3: The video and written instructions are a PALS submission guide that is generic in nature and can be used regardless of the change from approval to filing of the written agreement.

Instructions found here:

[https://www.dos.pa.gov/ProfessionalLicensing/BoardsCommissions/Medicine/Pages/Applications%20-%20Physician-Assistant-\(PAC\).aspx](https://www.dos.pa.gov/ProfessionalLicensing/BoardsCommissions/Medicine/Pages/Applications%20-%20Physician-Assistant-(PAC).aspx)

Question 4: Can a PA print a copy of the filed written agreement application?

Answer 4: The video and written instructions in the above link indicate how to print the application. At this time, it can only be done **prior to submitting** the application. Deployment for functionality of printing an application after submission is tentatively scheduled for January 29th. Further instructions will be developed at that time.

Question 5: Has the PALS system been updated to accept additional written agreements for a supervising physician who already has four written agreements on file?

Answer 5: PALS will not block submission of written agreement applications regardless of the number of active written agreements.

Update on Online written agreement change form

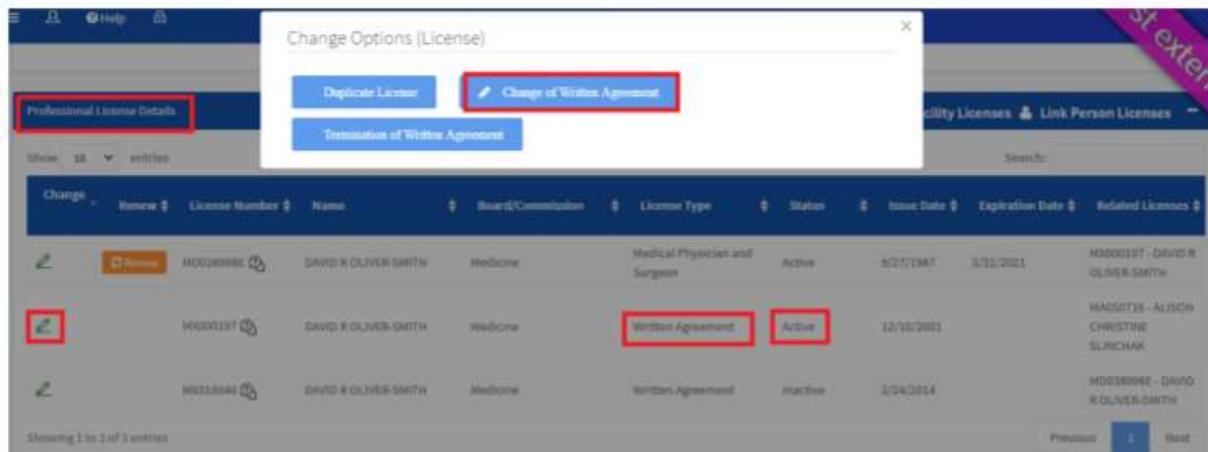
Question 1: Can the written agreement form be emailed to the boards?

Answer 1: The forms can be emailed to the address at the top of the form until **January 31, 2022**.

Question 2: Can the steps for completing an online written agreement change form be outlined?

Answer 2:

a. To submit a written agreement change, the initiator goes to the Written Agreement license type found under the "Professional License Details" Section and clicks on the pencil icon.



b. Note there are two versions of the written agreement change form. All old written agreements that were not originally initiated in PALS (paper applications) cannot be brought into PALS due to the expense.

(1.) If the initial written agreement did not originate in PALS and a change is requested, the form that must be completed is similar to the initial written agreement form. This will capture the written agreement in PALS to make future changes easier.

(2.) If the written agreement was initiated in PALS, the existing written agreement information prepopulates.

c. The workflow for submission of the change is identical to the initial online written agreement. The form must be electronically signed by both the physician assistant and the supervising physician. The form is then placed in the shopping cart and check out must occur. There is no charge to submit the written agreement change form.

d. When the change is filed, an email is sent to both the physician assistant and supervising physician.

e. At this time, like the initial written agreement, the change form can only be **printed** prior to submission.

f. The boards will continue to accept paper written agreement change forms until **January 31st**. After that date, all changes must be submitted via PALS.

g. Notifications about the change forms will be placed on the board's website in the future. However since the process is very intuitive, a video and step-by-step instructions for the change form will not be developed.

Question 3: Will the form be modified to provide a portion to change the name of the one required alternate supervisor if the original alternate supervisor needs to be changed?

Answer3: The Board does not maintain a list of substitute supervisors. Substitute supervisors are maintained between the primary supervising physician and physician assistant.

Question 4: In light of Act 78 and Act 79, the written agreement no longer needs approved, simply filed. Does this also apply to all sections the written agreement change form?

Answer 4: The filing also applies to the written agreement change form.

Question 5: Will the online written agreement form and written agreement change form language be changed to reflect Act 78 and 79?

Answer 5: In the near future, the PALS licensing system will be replaced. Further developments and changes to existing forms and processes are limited. The boards are exploring the fees associated to update the current initial and change forms for written agreements to follow the Modernization Act. However, it is unclear at this time if it would be feasible to pursue since we will be transferring to a new licensing system.

Countersignature reduction

In accordance with Act 78/79 of 2021, countersignature can be reduced after a PA has been in practice for one year after graduation or after one year in a specialty. This reflection would need to be reflected in the written agreement. A written agreement change form would need to be filed. Potential language is as follows

“The PA-C will follow (NAME OF FACILITY) Bylaws, (NAME OF FACILITY) Policy, (NAME OF FACILITY) Rules and Regulations, and the Rules and Regulations promulgated pursuant to Act 78/79 of 2021 regarding countersignature requirements. The PA-C will forward for co-signature, any charts the supervising physician or the physician assistant requests be co- signed. The physician will provide supervision and monitoring appropriate to the acuity and complexity of the case, the skill of the PA-C, and the level of risk inherent in each particular patient encounter.”