

Doula Registry Board  
Meeting Minutes for Approval  
April 27, 2022  
June 22, 2022  
August 24, 2022  
September 28, 2022  
February 15, 2023



# State of Louisiana

## Louisiana Department of Health Office of Public Health

### DOULA REGISTRY BOARD

April 27, 2022 2:00pm-3:00pm

#### MINUTES

- I. Roll Call & Introductions
  - a. Meeting called to order by Chairperson, Dawn Collins, at 2:00pm.
  - b. **Members Present:** Adreanna Alleyne, Dawn V Collins, Shanika Valcour-LeDuff, Zana Washington, Taylor Cincore and Meshawn Tarver
  - c. **Members Absent:** Regina Hall, Jennifer Wakefield, Nicole Chaisson, Tiffany Wyatt, Jasmin Williams and Victoria Williams
  - d. **Non-voting Members Present:** Dr. Veronica Gillispie-Bell, Miley Mayfield, Jennifer Latimer, Demetrice Smith, Theresa Graham, Dr. Floyd Roberts, and Dr. Rodney Wise
  - e. **Guests:** Cara McCarthy, Taeshawn Walters, Patti Barovechio and Staci Trepagnier
  - f. **Support Staff:** Keshia Holmes
- II. Approval of Previous Meeting Minutes
  - a. A quorum was not present, meeting notes from March 23, 2022 were not approved. Board Member Expectations
  - b. Chairperson Dawn Collins reviewed the expectations of members and guests attending the meeting and reviewed the agenda and items for discussion.
- III. Membership
  - a. Process for appointing voting and non-voting members:
    - i. Send recommendations for vacant positions to Dawn Collins at [Birth.Family@outlook.com](mailto:Birth.Family@outlook.com) and Keshia Holmes at [Keshia.Holmes@la.gov](mailto:Keshia.Holmes@la.gov).
    - ii. Please include the first and last name, email address, and telephone number of the individual(s) you are recommending for vacant positions.
- IV. "Mama's First Act"
  - a. Senators Warren, Booker, Casey, Padilla, Sanders, Duckworth, and Blumenthal introduced the bill.
    - i. To amend title IX of the Social Security Act to provide coverage under the Medicaid program for services provided by doulas and midwives and for other purposes. In this bill, the definition of a Doula means an individual who:
      1. Has completed 60 hours of foundational training;
      2. Is certified by an organization, which has been established for not less than five years and which requires the completion of continuing education to maintain such certification, to provide non-medical advice, information, emotional support, and physical comfort to an individual during such individual's pregnancy, childbirth, and the postpartum period;
      3. Maintains such certification by completing such required continuing education;
    - ii. In this bill, the definition of Midwives is defined as the term "midwife" means a midwife who meets at a minimum the international definition of midwife and global standards for midwifery education as established by the International Confederation of Midwives.

- iii. In this bill, the definition of Tribal Midwife is defined as an individual who is recognized by an Indian tribe (as defined in section 4 of the Indian Health Care Improvement Act (25 U.S.C. 1603) to practice midwifery for such tribe.
- iv. If this bill is passed, Medicaid will have to comply with the guidelines and will have to set up criteria around Doula care and establish CPT codes and reimbursement rates for services.
- v. Questions:
  - 1. The standard of the 60 hours of foundational training, what do other organizations require for their Doula certifying body? How many Doula groups will this requirement isolate within the State of Louisiana? If there is an organization that only provides 40 hours of training, would those organizations be cut off? The Doula Registry would need to understand groups will fall into this category.
  - 2. Will each state have to adopt the exact definition of a Doula as the Mama's First Act?
    - a. Dr. Rodney Wise stated that if the bill passes, the state is required to cover a doula with a minimum of 60 hours of training and certification. Louisiana Medicaid office and the Center for Medicare & Medicaid Services (CMS) will decide if Louisiana will reduce doula training hours from 60 to 40 hours. This training/certification requirement differs from the Louisiana Doula Registry process. However, the Doula Registry can still be established due to the state law not setting those stipulations.
    - b. Dr. Veronica Gillispie-Bell agreed. Dr. Gillispie-Bell has started the registry's application process, and what information the board decides to include in the registry. The insurance portion is a separate conversation from the registry. The board may want to consider the requirements for the Doula Registry to be more generic so more doulas would be able to participate in the registry.
    - c. Dr. Rodney Wise recommended the Doula Registry Board know the number of hours and training for each doula in case an insurance company is following federal guidelines in which doulas need 60 hours of training.

V. Public Comment – no public comment

VI. Other Business – no other business

VII. Announcements

- a. Dawn Collins attended the Humana Doula Learning Session held on April 20, 2022. Dawn Collins stated Kim Williams discussed the guidelines that the Louisiana Doula Registry plan on implementing. Humana will attempt to model the same guidelines as the Louisiana Doula Registry.

VIII. Upcoming Meetings – fourth Wednesday of every month

- a. Wednesday, May 25, 2022, 2:00 PM-3:00 PM
- b. Wednesday, June 22, 2022, 2:00 PM-3:00 PM
- c. Wednesday, July 27, 2022, 2:00 PM-3:00 PM
- d. Wednesday, August 24, 2022, 2:00 PM-3:00 PM
- e. Wednesday, September 28, 2022, 2:00 PM-3:00 PM
- f. Wednesday, October 26, 2022, 2:00 PM-3:00 PM
- g. Wednesday, November 23, 2022, 2:00 PM-3:00 PM
- h. Wednesday, December 28, 2022, 2:00 PM-3:00 PM

IX. Adjourn



# State of Louisiana

## Louisiana Department of Health

### Office of Public Health

#### DOULA REGISTRY BOARD

June 22, 2022 2:00pm-3:00pm

#### MINUTES

- I. Roll Call & Introductions
  - a. Meeting called to order by Chairperson, Dawn Collins, at 2:00pm.
  - b. **Members Present:** Dawn V Collins, Zana Washington, Taylor Cincore, Meshawn Tarver, Cassandra, Jessie-Johnson and Victoria Williams
  - c. **Members Absent:** Regina Hall, Jennifer Wakefield, Nicole Chaisson, Tiffany Wyatt, Jasmin Williams, Adreanna Alleyne, Gia Hamilton and Shanika Valcour-LeDuff
  - d. **Non-voting Members Present:** Jennifer Latimer, Jade George, Dr. Veronica Gillispie-Bell
  - e. **Non-voting Members Absent:** Frankie Robertson, Kiley Mayfield, Jaime Wessler, Nicole Thomas, Demetrice Smith, Theresa Graham, Dr. Rodney Wise and Dr. Floyd "Flip" Roberts
  - f. **Guests:** Cara McCarthy, Rachele Boudreaux,
  - g. **Support Staff:** Keshia Holmes
- II. Approval of Previous Meeting Minutes
  - a. A quorum was not present, meeting notes from March 23, 2022 and April 27, 2022 were not approved.
  - b. Chairperson Dawn Collins reviewed the expectations of members and guests attending the meeting and reviewed the agenda and items for discussion.
- III. Membership
  - a. Process for appointing voting and non-voting members:
    - i. Send recommendations for vacant positions to Dawn Collins at [Birth.Family@outlook.com](mailto:Birth.Family@outlook.com) and Keshia Holmes at [Keshia.Holmes@la.gov](mailto:Keshia.Holmes@la.gov).
    - ii. Please include the first and last name, email address, and telephone number of the individual(s) you are recommending for vacant positions.
- IV. Boards and Commissions Rules
  - a. On March 14, 2022, Governor Edwards did not renew the Covid-19 public health emergency order - Act 302 of the 2020 Regular Legislative session no longer applies (R.S. 42:17.1)
  - b. All boards, commissions, and councils must follow open meeting law and board members must meet in person. A simple majority of voting members must be present in order to vote. Other attendees may attend virtually.
- V. Doula Registration Components
  - a. Rulemaking undergoing for:
    - i. Doula Board Functions
    - ii. Doula Scope of Practice
    - iii. Doula Registry Application
  - b. Proposed Qualifications for Registration
    - i. Be at least 21 years of age and shall have graduated from high school or possess a GED.

1. Meshawn Siddiq suggested the age should be 18 years of age. Attendees stated there should be no age requirement. Jen Latimer says not everyone in Louisiana uses GED as the high school equivalency - in New Orleans, they used the HI-SET exam
    - a. Meeting attendees agreed there should not be educational requirements.
  - ii. Be a citizen of or lawfully authorized to reside and be employed in the US
    1. Jen Latimer suggested the terminology states Lawfully Authorized to be Employed
  - iii. Three written recommendations:
    1. One physician or CNM
    2. One consumer of doula services
    3. One member of the community in which the applicant resides
      - a. Meshawn Siddiq suggest one letter of recommendation including one of the following:
        - i. Trainer – if a Doula has just completed training ( Optional)
        - ii. Physician or Midwives ( Optional)
        - iii. A family that the Doula has serviced (required)
      - b. Meeting attendees agreed with this list
  - iv. Proof, documented in a form satisfactory to the board, that the applicant possesses the qualifications set forth – this would be the application
  - v. A recent photograph
    1. The attendees agree with a photograph being a requirement
  - vi. Other information and documentation the board may require to demonstrate experience
    1. The attendees suggest a Certificate of Completion for any continuing education activity
- c. Renewal of Registration
  - i. Biennial renewal
    1. The attendees suggest the renewal should be every two years.
  - ii. Fees
    1. \$50 renewal fee if within 30-days of renewal date
    2. \$100 late renewal fee if more than 30-days
    3. \$200 late fee if within 2-years
      - a. Attendees suggest renewal fees should be \$25.00 a year. Total \$50 every two years.
- d. Questions:
  - i. What will the renewal fees be used for?
    1. To maintain the Doula Registry platform.
  - ii. How many Doulas are estimated to be a part of the registry?
  - iii. Will \$25.00 be an appropriate fee to maintain registry?
  - iv. How many contact and/or continuing education hours?
    1. Attendees suggest contact hours should be a requirement.
    2. Attendees suggest there should be 10 continuing education hours per year/20 hours total by renewal period.
    3. Attendees suggest there should be a Doula Registry resource page for continuing education.
    4. Attendees suggest the continuing education should be Maternal Child Health related. Potential sources of education:  
ACOG/AWHONN/ACNM

VI. Public comment – no public comment

VII. Other business – no other business

VIII. Announcements

- a. Blue Cross Blue Shield is beginning to reimburse Doula services. Items needed for reimbursement are:

- i. Invoice from Doula
    - ii. Letter from Healthcare Provider or Therapist stating that it is medically necessary for the patient to have emotional support.
  - b. Dr. Dumas stated there had been some changes in the rule that allows Managed Care Organizations (MCOs) to reimburse for Doula Services. At this point, Managed Care Organization (MCO) are not required to cover Doula Services.
  - c. Dr. Gillispie-Bell will be meeting with Dr. Meyn with Aetna to discuss reimbursement requirements for Doula services.
  - d. Keshia will send out Doodle poll to committee members to vote on meeting locations for upcoming meetings.
- IX. Upcoming meetings – fourth Wednesday of every month
  - a. Wednesday, July 27, 2022, 2:00 PM-3:00 PM
  - b. Wednesday, August 24, 2022, 2:00 PM-3:00 PM
  - c. Wednesday, September 28, 2022, 2:00 PM-3:00 PM
  - d. Wednesday, October 26, 2022, 2:00 PM-3:00 PM
  - e. Wednesday, November 23, 2022, 2:00 PM-3:00 PM
  - f. Wednesday, December 28, 2022, 2:00 PM-3:00 PM
- X. Adjourn



# State of Louisiana

## Louisiana Department of Health Office of Public Health

### DOULA REGISTRY BOARD

August 24, 2022 2:00pm-3:00pm

#### MINUTES

- I. Roll Call & Introductions
  - a. Meeting called to order by Chairperson, Dawn Collins, at 2:00pm.
  - b. **Members Present Virtually:** Dawn V Collins, Cassandra Jessie-Johnson and Zana Washington and Meshawn Tarver
  - c. **Members Absent:** Regina Hall, Jennifer Wakefield, Nicole Chaisson, Tiffany Wyatt, Adreanna Alleyne, Jasmin Williams, Gia Hamilton, Shanika Valcour-LeDuff, Taylor Cincore, Victoria Williams
  - d. **Non-voting Members Present Virtually:** Dr. Veronica Gillispie-Bell , Jennifer Latimer Dr. Nicole Thomas, Dr. Rodney Wise
  - e. **Non-voting Members Absent:** Frankie Robertson, Kiley Mayfield, Jaime Wessler, Demetrice Smith, Theresa Graham, and Dr. Floyd "Flip" Roberts, Jade George
  - f. **Guests:** Cara McCarthy, Amanda Perry, Emily Mukanzee, Karelle Pearcy, Amanda Deveraux
  - g. **Support Staff:** Keshia Holmes
- II. Approval of Previous Meeting Minutes
  - a. A quorum was not present, meeting notes from March 23, 2022, April 27, 2022 and June 22, 2022 were not approved.
  - b. Chairperson Dawn Collins reviewed the expectations of members and guests attending the meeting and reviewed the agenda and items for discussion.
- III. Doula Registry Application Components
  - a. Fees – Louisiana Department of Health Legal Department has advised due to fees not written within the legislation; the Doula Registry Board will not be able to charge fees.
  - b. Age requirement – The Doula Registry Board suggested the minimum age should be 18 years of age and shall graduate from high school or possess a high school equivalent.
  - c. Feedback from MCO's – The Managed Care Organizations (MCOs) agree with the minimum age of 18 years of age.
    - i. Certification vs. Certificate of Completion: Most MCOs agree with the Certification of Completion with at least two years of experience for reimbursement. Additionally, most MCOs are covering Doulas. For example, Aetna is specifically covering Doulas with Birthmark Doula from a demonstration project that was conducted. The MCOs currently covering Doulas and have not generated a policy yet are waiting to see what Aetna is doing within this space and what the Louisiana Doula Registry has created and will most likely cover Doulas in the Louisiana Doula Registry.
      1. The Doula Board is only developing the registry. The Doula Registry Board cannot advise MCOs to open payment to other practices or to partner with someone.
- IV. Registry Database Format
  - a. Louisiana Doula Registry Timeline:
    - i. October 1-draft of the Doula Registry Application

- ii. October 17- Built Doula Registry Board Application in RedCap ( Awaiting the final elements of the Doula Board to complete the Doula Registry Application)
    - iii. November 1 – Notice of Intent will be posted for rulemaking
    - iv. November 14 – Begin testing the application. The Doula Registry Board members will submit an application to ensure it is functional
    - v. December 1 - Select the online platform for Doula Registry applications
  - b. LDH met with a database company the week of August 15, 2022, to view the demo of their software. LDH will meet with a second company on Wednesday, August 24, 2022, at 3:30 p.m.
- V. Public comment – no public comment
- VI. Other business – no other business
- VII. Announcements
  - a. Please send recommendations for vacant positions to Dawn Collins at Birth.Family@outlook.com ,and Keshia Holmes at Keshia.Holmes@la.gov.Please include the first and last name, email address, and telephone number of the individual(s) you are recommending for vacant positions.
  - b. Keshia Holmes will send out a poll to Doula Registry Board members to decide on the location and time of upcoming Doula Registry Meetings.
  - c. The Louisiana Department of Health is currently creating a [Louisiana Doula Registry](#) page on the Louisiana Department of Health Website. The Louisiana Doula Registry Board webpage will provide information about the Doula Registry Board and the approved agenda and meeting minutes.
- VIII. Upcoming meetings – fourth Wednesday of every month
  - a. Wednesday, September 28, 2022, 2:00 PM-3:00 PM
  - b. Wednesday, October 26, 2022, 2:00 PM-3:00 PM
  - c. Wednesday, November 23, 2022, 2:00 PM-3:00 PM
  - d. Wednesday, December 28, 2022, 2:00 PM-3:00 PM
- IX. Adjourn





**State of Louisiana**  
Louisiana Department of Health  
Office of Public Health

**DOULA REGISTRY BOARD**

**September 28, 2022 1:00pm-2:00pm**

**MINUTES**

- I. Roll Call & Introductions
  - a. Meeting called to order by Chairperson, Dawn Collins, at 2:00pm.
  - b. **Members Present In-person:** Dawn V Collins, Meshawn Tarver, Taylor Cincore Cassandra Jessie-Johnson Shanika Valcour-LeDuff, and Zana Washington
  - c. **Members Absent:** Victoria Williams, Tiffany Wyatt, Regina Hall, Gia Hamilton
  - d. **Non-voting Members Present:** Dr. Veronica Gillispie-Bell
  - e. **Non-voting Members Present Virtually:** Frankie Robertson, Jennifer Latimer, Dr. Rodney Wise, Theresa Graham and Dr. Floyd "Flip" Roberts
  - f. **Non-voting Members Absent:** Dr. Nicole Thomas, Kiley Mayfield, Jade George, Demetrice Smith and Jaime Wessler
  - g. **Guests:** Cara McCarthy, Rainah Walker, Samantha Schramm, Karelle Percy, Amanda Deveraux, Erica, Jenna Iberg Johnson, Shane Bates, Kim Williams, Haleigh Hocut, LaVonne Thibeaux, Nanette McCann and Jenny Thompson.
  - h. **Support Staff:** Keshia Holmes
- II. Approval of Previous Meeting Minutes
  - a. A quorum was not present, meeting notes from March 23, 2022, April 27, 2022, June 22, 2022 and August 24, 2022 were not approved.
  - b. Chairperson Dawn Collins reviewed the expectations of members and guests attending the meeting and reviewed the agenda and items for discussion.
- III. Membership
  - a. Vacancies
    - i. Voting Positions
      1. Region 2 Doula Representative
      2. Region 3 Doula Representative
      3. Region 6 Doula Representative
      4. Region 8 Doula Representative
      5. Region 9 Doula Representative
    - ii. Non- Voting Positions
      1. One representative from each private health insurer in Louisiana
  - b. Process for appointing voting and non-voting members:
    - i. Send recommendations for vacant positions to Dawn Collins at [Birth.Family@outlook.com](mailto:Birth.Family@outlook.com) and Keshia Holmes at [Keshia.Holmes@la.gov](mailto:Keshia.Holmes@la.gov).
    - ii. Please include the first and last name, email address, and telephone number of the individual(s) you are recommending for vacant positions.
- IV. Doula Registry Application Components
  - a. Age requirement
    - i. Be at least 18 years of age and shall possess either a high school diploma or possess a high school equivalency documentation.
  - b. Eligibility to work in the United States

- i. Be a citizen or lawfully authorized to reside and be employed in the United States.
  - ii. Proof, documented in a form satisfactory to the board that the applicant possesses the qualifications set forth – this would be the application.
    - 1. A recent photograph
    - 2. Background Check
      - a. The board suggested a background check as part of application.
- c. Certification vs. Certificate of Completion with XX number of years of experience.
  - i. Other information and documentation the board may require as proof certification or documentation of completion of training as a doula.
- d. Letter of Recommendations
  - i. Board members suggested to remove the letters of recommendations.
- e. Continuing Education
  - i. To be eligible for renewal of admittance into the registry in a manner prescribed by the board, the successful completion of not less than 20 contact hours of continuing education obtained since the last application and approval for admittance into the registry was issued, reinstated, or renewed.
    - 1. “Contact hour” means 60 minutes of an organized learning experience under responsible sponsorship, capable direction, and qualified instruction, as approved by the board.
    - 2. To be acceptable as qualified continuing education under these rules, an activity or program must have significant intellectual, practical, or clinical content, dealing primarily with matters related to maternal healthcare, including during pregnancy, intrapartum and postpartum midwifery, and its primary objective must be to maintain or increase the participant’s competence as a doula.

V. Registry Database Format

- a. The Louisiana Department of Health has selected a platform.
- b. Louisiana Doula Registry Timeline:
  - i. October 1-draft of the Doula Registry Application
  - ii. October 17- Built Doula Registry Board Application in RedCap ( Awaiting the final elements of the Doula Board to complete the Doula Registry Application)
  - iii. November 1 – Notice of Intent will be posted for rulemaking
  - iv. November 14 – Begin testing the application. The Doula Registry Board members will submit an application to ensure it is functional

VI. Public comment – no public comment

VII. Other business – no other business

VIII. Announcements

- a. Doula Community of Practice: The Louisiana Public Health Institute (LPHI) in collaboration with Healthy Blue, is facilitating a community of practice focused on coordination between doulas and healthcare providers in the following parishes: East Baton Rouge, Iberville (North), Lafayette, Pointe Coupee, St. Landry, and West Baton Rouge. The aim of this initiative is to address maternal health inequities by optimizing linkages between community and clinical providers and improving care coordination. For this initiative, they are seeking to engage clinical providers, support staff, and doulas that provide services to pregnant people in the parishes listed above. The community of practice will take place over 1 year, starting in October. Activities will include 4 learning sessions, 4 coaching sessions, and two assessments. All meetings will be held virtually. Each participant organization will receive a stipend for the 1-year community of practice. If you or someone you know are interested or have questions, please email Daniele Farrisi at [dfarrisi@lphi.org](mailto:dfarrisi@lphi.org).

IX. Upcoming meetings – fourth Wednesday of every month

- a. Wednesday, October 26, 2022, 2:00 PM-3:00 PM
- b. Wednesday, December 28, 2022, 2:00 PM-3:00 PM

X. Adjourn





# State of Louisiana

## Louisiana Department of Health Office of Public Health

### DOULA REGISTRY BOARD

February 15, 2023 1:00pm-3:15pm

#### MINUTES

- I. Roll Call & Introductions
  - a. Meeting called to order by Chairperson, Dawn Collins, at 1:06pm.
  - b. **Members Present:** Amanda Devereaux, Nanette McCann, Cassandra Jessie-Johnson, Dawn Collins, Karelle Percy, Shanika Valcour-LeDuff, Zana Washington, Taylor Cincore, Victoria Williams, Meshawn Tarver
  - c. **Non-voting members:** Dr. Veronica Gillispie-Bell, Tylar Williams, Frankie Robertson, Theresa Graham, Dr. Floyd "Flip" Roberts
  - d. **Members Absent:** List names of members
  - e. **Guests:** Jen Latimer, Destiny Brohmfeld, David McCay, Nikki Bell, Daniele Farrisi, Tewabetch Negatu
  - f. **Support Staff:** Cara McCarthy and Rachelle Boudreaux
- II. Approval of Previous Meeting Minutes
  - a. Approval of meeting minutes was skipped.
- III. Board Member Expectations
  - a. Chairperson Dawn Collins reviewed the expectations of members and guests attending the meeting and reviewed the agenda and items for discussion.
- IV. Rulemaking Process-David McCay, Bureau of Legal Services-LDH
  - a. David McCay, Bureau of Legal Services with the Louisiana Department of Health, discussed criteria for registration for the Doula Registry Board and expressed that more specific criteria should be defined to continue with the rulemaking process as proposed criteria is too vague. He reviewed sections from the proposed registration criteria that needed more specific wording and guidelines in order to promulgate rules, and asked the voting members to revisit the language and make recommendations for criteria.
  - b. David McCay suggested that the parameters for criteria should be determined by the members of the Doula Registry Board as the resident subject matter experts. Once determined and voted on by the Board, the specific criteria would be included in the rulemaking process.
  - c. Chairperson Dawn Collins expressed concern regarding creating criteria that would insinuate licensure, but Dr. Veronica Gillispie-Bell informed that because of how the Doula Registry Board legislation was written, it does not permit acting authority to serve as licensure.
- V. Requirements for Initial Application
  - a. Dr. Veronica Gillispie-Bell reviewed the most recent draft of the initial application with the Board. She explained that the information on the application differs from the registry to capture different demographic information like race, ethnicity, location, languages spoken, etc. for the registry to view the overall needs of the state as a whole. Members requested that the definition of "doula" be updated on the application to mimic the language used in the legislation that guides the creation of the Doula Registry Board to align with each other. It was also requested that a draft of the application be shared with the draft of the meeting minutes.

- b. The members of the Doula Registry Board stated that individuals who complete the initial application for the State Doula Registry Board must include the following:
  - i. Fulfill an age requirement of at least eighteen (18) years of age
  - ii. Possess eligibility to work within the United States
  - iii. Complete a background check
- c. Motion for age requirement: Meshawn Tarver, Second: Amanda Devereaux, passed unanimously with no abstentions.
- d. Motion for work eligibility: Meshawn Tarver, Second: Zana Washington, passed unanimously with no abstentions.
- e. Members of the board stated apprehension regarding the background checking of applicants. A member of the public suggested that background checking should not be included in the initial application unless it is a requirement on a federal level. Additional concerns were expressed regarding the storage of background checks, payment for background check, and what types of background checks should be conducted.
  - i. There were security concerns for private information and who and what agency should be responsible for housing information.
  - ii. There was additional concern that insurance companies would be less likely to provide financial reimbursement to doulas who had not completed background checks
- f. Motion to remove background check as a requirement: Karelle Percy, Second: Meshawn Tarver, passed unanimously with no abstentions.

#### VI. Requirements for Registration

- a. Members of the Board decided the following criteria to include in rulemaking for registration for the Doula Registry Board that would require applicants provide two (2) of the three (3) following criteria:
  - i. Three (3) letters of recommendation from clients within the last five (5) years
  - ii. Three (3) proof of contract with clients within the last five (5) years
  - iii. Credentialing from a hospital within the last five (5) years
- b. Motion for letters of recommendation: Shanika Valcour-LeDuff, Seconded: Zana Washington, passed unanimously with no abstentions.
- c. Motion for proof of contract: Shanika Valcour-LeDuff, Seconded: Zana Washington, passed unanimously with no abstentions.
- d. Motion for credentialing: Shanika Valcour-LeDuff, Seconded: Zana Washington, passed unanimously with no abstentions.
- e. There was a motion by Shanika Shanika Valcour-LeDuff to amend the requirements for registration to be two out of three criteria, Seconded: Karelle Percy, passed unanimously with no abstentions.

#### VII. Renewal of Registration

- a. Members of the Board decided the following criteria for renewal of registration:
  - i. Renewal of Registration takes place every five (5) years
  - ii. Doulas must include the following:
    - 1. Certification
    - 2. A log of at least 20 hours of contact hours
    - 3. Proof of completion from a continuing education program, class, or course
  - iii. Explanation of acceptable documents for renewal was defined as:
    - 1. The be acceptable as qualified continuing education under these rules, an activity or program must have significant intellectual, practical, or clinical content, dealing primarily with matters related to maternal healthcare, including during pregnancy, intrapartum and postpartum, and its primary objective must be to maintain or increase the participant's competence as a doula.

2. The following programs and activities are illustrative of the types of programs and activities which shall be deemed to be qualifying continuing education activities and programs for the purposes of this Subchapter:
  - a. attendance at or participation in meetings, conferences, workshops, seminars, or courses, such as programs conducted by but not limited to sponsored, or approved for continuing education credit as determined by the Board.
  - b. presentation or conduct of a course, seminar, or workshop sponsored by an organization or entity approved by the board, provided that such presentation is accompanied by thorough written materials or a comprehensive outline relating to the course, seminar, or workshop and is related to maternal child health
  - c. teaching of a course in or directly related to doula at an accredited education institution, provided that such teaching is not performed in the ordinary course of the registered doula's or apprentice doula's usual and ordinary employment;
  - d. publication, in a national, regional, or statewide scientific journal or other publication of a related profession, of an original written work, related to the maintenance or improvement of doula knowledge or skills;
  - e. completion of a course of postsecondary, graduate, or postgraduate study undertaken and completed at an accredited education institution
  - f. assuming responsibility for and discharging supervision of an apprentice for not less than six months.

- b. Motion for renewal criteria: Karelle Percy, Seconded: Shanika Valcour-LeDuff, passed unanimously with no abstentions.

VIII. Adjourn

- a. Next scheduled meeting is on March 15, 2023 at 10am.
- b. Meeting adjourned at 3:15pm.