



# Oregon

Theodore R. Kulongoski, Governor

Occupational Therapy Licensing Board  
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[www.otlb.state.or.us](http://www.otlb.state.or.us)

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## Important Information for all Oregon OT licensees from the Oregon OT Licensing Board

*Please read this information carefully. Keep a copy for reference. This concerns your license.*

**From March 2010 – June 2010 we will process 1700 licenses  
Check the web site first for information and expect some delays if you have questions**

### 2010 Renewal process

- ❖ A **postcard** will be mailed to all licensees in March 2010 with instructions on renewing online.
- ❖ You will be able to pay with a check or with a credit card. There is no refund of renewal fees.
- ❖ Renewing online saves money which affects how much you pay for your license.
- ❖ The due date is **May 1, 2010**. After this date there is a \$50 mandatory late fee.

Processing license renewals may take several weeks. If you are audited for CE, the board must review and approve education, as well as check completion of the new Pain Management requirement. We also verify information, and check that all OT Assistants have filed a current 2010 Statement of Supervision.

### Continuing Education

- ❖ The CE requirement is 30 points of CE within the last two years.
- ❖ If you are a new grad that just passed the NBCOT exam you are exempt from CE the first year.  
If you are new Oregon licensee from another state you needed 30 CE points for your application.
  - ◆ If licensed in 2008 you will need to show 30 points of CE for the last two years.
  - ◆ If licensed in 2009 you will need to show 15 points of CE for the last year.
- ❖ **Pain Management CE requirement** must be completed before you are issued a license in 2010.
  - ◆ The 7 hours Pain Management CE is at [www.otlb.state.or.us/OTLB/docs/PainManagementCE.doc](http://www.otlb.state.or.us/OTLB/docs/PainManagementCE.doc)
  - ◆ **The 1 hour free online class is required** and is at [www.oregon.gov/DHS/pain/training.shtml](http://www.oregon.gov/DHS/pain/training.shtml)

After completion, send the classes and dates you took them by e-mail to [Felicia.M.Holgate@state.or.us](mailto:Felicia.M.Holgate@state.or.us)  
If you already sent the e-mail and it was acknowledged as completed by Felicia you do not need to include this in your renewal. If not, you will fill this part of the renewal in with required pain class information.

See the next page for the current CE categories and credits.

The board is looking at expanding or changing the CE categories. If you have ideas about what should be included or changed please contact the Board director.

## **DIV 20 Administrative Rules 339-020-0020 CE Categories and Points**

These numbers refer to a two year total of 30 points. Credit for CE shall be calculated on a point basis in the following categories and must relate to occupational therapy services. It is the responsibility of the licensee to demonstrate how specific classes contribute to the development of the occupational therapy skills. "Application to OT Services" (CE Log) must be included for credit. Unless stated otherwise, one point equals one contact hour. Sixteen to 30 required CE points must come from categories 1-11. A limit of 14 of the required CE points may be accrued from categories 12-18.

- (1) Attendance at university, college or vocational technical adult education courses at or above practice level: Four points per credit hour. Documentation of successful completion required.
- (2) Attendance at seminars, workshops, or institutes: One point per direct hour of content.
- (3) Completion of educational telecommunication network or on-line courses: Points as awarded by certificate or per credit, see (1). Certificate of successful completion required.
- (4) Attendance at educational sessions relating to occupational therapy sponsored by OTAO, AOTA, AOTA approved providers, and NBCOT or professional academic institutions relating to occupational therapy: One point per hour of attendance. Certificate of attendance required.
- (5) Satisfactory completion of American Occupational Therapy Association approved courses/materials or courses/materials offered by AOTA approved providers: Points per certificate on completion. Documentation of satisfactory completion required.
- (6) Publication – Copy of publications required. (a) Publication of article in non-peer reviewed publication (e.g. OT Practice, SIS Quarterly, Advance, etc.): Five points per article. (b) Publication of article in peer-reviewed professional publication (e.g. journals, book chapter, research paper): Ten points per article.
- (c) Publication of chapter(s) in occupational therapy or related textbook: Ten points per chapter.
- (7) Professional presentation (person presenting): Presentation must be at practice level for credit, e.g. CNA training would not be acceptable: Two points per hour with no additional points for subsequent presentation of same content. Course outline must be provided.
- (8) Development of alternative media (computer software, video or audio tapes): Three points/hr of finished product. Outline required.
- (9) Completing requirements for occupational therapy specialty certification (initial or recertification one time only for each specialty): 12 points. Copy of certificate required.
- (10) Research, provided an abstract of the research is retained to prove participation: Principal – Eight points. Associate – Six points.
- (11) Development and implementation of a school approved Level II student program (one time only and completed within a year): Four points. Copy of program must be provided.
- (12) In-service training: One point per hour of attendance.
- (13) Attendance at videotaped presentations of educational courses, seminars, workshops or institutes (group viewing with discussion): One-half point per direct hour of viewing with additional points for discussion, not to exceed seven points.
- (14) Student supervision, Level I Fieldwork: One point for 8 hours of supervision.
- (15) Student supervision, Level II Fieldwork: One point for 8 hours of supervision.
- (16) Mentoring; as defined in OAR-339-010-0005(5): One point for every eight hours contract mentoring with documentation. Points may be obtained for both the mentor and the mentee.
- (17) Professional leadership on a Board or Commission relating to OT – Volunteer services to organizations, populations, and individuals that advance the reliance on and use of one's occupational therapy skills and experiences to the volunteer setting or experience: 10 hours equal two points. Up to four points a year with documentation.
- (18) Re-Entry Supervisors: Therapists providing supervision under OAR 339-010-0016: One point for 8 hours.

## **Supervision Form required by all OT Assistants working in Oregon**

OT Assistants will not be issued a license if currently working in Oregon unless the Board has received a current statement of supervision signed in 2010 by you and the supervising OT. We are including this as part of the online process. If you are renewing by paper, you will need to send in a paper copy of the Statement of Supervision form.

The web site at [www.otlb.state.or.us](http://www.otlb.state.or.us) on the left menu bar under Supervision has the form, the AOTA Supervision Guidelines which must be reviewed and Q & A on Assistant issues.

- ◆ The Occupational Therapy Assistant is responsible for having the form filed with the Board.
- ◆ The Occupational Therapist is responsible for the practice outcomes and documentation to accomplish the goals and objectives.

With renewals we will ask both the OT Assistant and the OT supervisor to fill in the supervision form and acknowledging their responsibilities. The Board continues to have issues regarding supervision.

## **New laws affecting your practice**

Find these bills at [www.leg.state.or.us/searchmeas.html](http://www.leg.state.or.us/searchmeas.html)

### **Mandatory reporting of prohibited/unprofessional conduct by health care workers (HB 2059):**

- ❖ Prohibited conduct: constitutes criminal act against patient; creates risk of harm to patient
- ❖ Unprofessional conduct is conduct unbecoming licensee or detrimental to best interest of public; contrary to recognized standards of ethics, endangers patient health, safety or welfare
- ❖ Must report conviction of misdemeanor or felony; arrest for felony within 10 days to Board
- ❖ Unless state/federal confidentiality laws (HIPAA) prohibit disclosure
- ❖ Board must investigate; present facts to law enforcement

The new law requires reporting “prohibited conduct” by a licensee that (A) Constitutes a criminal act against a patient or client; or (B) Constitutes a criminal act that creates a risk of harm to a patient or client. The new law requires reporting of “Unprofessional conduct” defined as conduct unbecoming a licensee or detrimental to the best interests of the public, including conduct contrary to recognized standards of ethics of the licensee's profession or conduct that endangers the health, safety or welfare of a patient or client.



The new law requires health care licensees to self report an arrest for felony offense and conviction of misdemeanor or felony offense to their board within 10 days. The Board will continue to ask on renewal forms whether an arrest or conviction has occurred. Failure to promptly report can result in disciplinary action.

### **Mandatory reporting of child abuse**

The legislature added OTs to the mandatory reports of child abuse. See [www.otlb.state.or.us](http://www.otlb.state.or.us) on the right menu bar or go directly to: [www.otlb.state.or.us/OTLB/docs/ReportingAbuse.pdf](http://www.otlb.state.or.us/OTLB/docs/ReportingAbuse.pdf) . There is a DHS video about reporting as well as a lot of other information.

### **Impaired practitioner program (HB 2345)**

- ❖ The Dept. of Human Services must establish a new impaired health professional program for those health boards that currently have a program; the OT board does not have one at this time.

**New Fee assessed for analysis of licensee data collection**

HB 2009 created the Oregon Health Policy Board and directs the Office of Oregon Health Policy and Research to collaborate with health boards with key shortages to collect health care workforce data. The Oregon OT Licensing Board is required to ask additional questions about work setting, and anticipated changes in practice. The cost for collection and analysis of data will be paid by licensees (\$5.00 per licensee). We were asked and declined to supply the SS # to facilitate more data analysis.

**Fingerprinting authority, investigations, personal information, reports (HB 2118)**

- ❖ Board now have fingerprinting authority and will draft rules and procedures
- ❖ Board must review investigatory material and has additional reports and audits
- ❖ Board membership was standardized; appointments of executive directors changed
- ❖ Licensee’s personal e-mail, home address and personal telephone numbers can be withheld

**We need your current address and contact information**

You need to hear about changes to rules & laws and receive your renewal information (even if you decide not to renew we need official notice). If we reach you the first time and do business online, we save you money.

**Customer Satisfaction Survey**

Did you complete a **customer satisfaction survey**? Please do online at: <http://otlb.oregonsurveys.com>  
The Board must include results in their performance measures when presenting budgets to the legislature.

**OT Licensing BOARD MEMBERS:**

**Staff:**

**Genevieve deRenne, MA, OTR/L, FAOTA, Chair**  
**Alan King, OTR/L Vice-Chair**  
**Mashelle Painter, B.S., COTA/L**  
**Public Members: Robert Bond and Mitch Schreiber**

**Felicia Holgate, Director**  
**Gayle Shriver, Office Specialist**  
**(2 hours/day)**

**Mission Statement:** To protect the public by supervising occupational therapy practice.  
The Board is charged with assuring safe and ethical delivery of occupational therapy services.



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