

Oregon OT Licensing Board
PUBLIC MEETING MINUTES Monday Nov. 9, 2015
Portland State Office Building Room 445, Oregon 97235

The Oregon Occupational Therapy Licensing Board meeting was held Monday Nov. 9, 2015 at the Portland State Office Building in room 445 in Portland, Oregon. The Board members present were: Mashelle Painter, COTA/L Chair; Linda Smith, OTR/L; Sybil Hedrick Park, OTR/L, CHT, CSCS; and Robert Bond, B.A. (on speaker phone) and Juanita Shepherd, public members. Felicia Holgate, Director and Nancy Schuberg, Licensing Specialist, were present.

With a quorum present, Mashelle Painter called the Monday meeting to order at 10:00 a.m.

1. Minutes:

The Board reviewed the minutes of the public meeting of July 17, 2015. A MOTION WAS MADE BY Sybil Hedrick Park AND SECONDED BY Mashelle Painter TO APPROVE THE PUBLIC MEETING MINUTES. THE MOTION PASSED WITH ALL PRESENT VOTING IN FAVOR, EXCEPT JUANITA SHEPHERD WHO WAS NOT PRESENT AT THE JULY MEETING ABSTAINED.

The Board reviewed the confidential meeting minutes of July 17, 2015. A MOTION WAS MADE BY Linda Smith AND SECONDED BY Sybil Hedrick Park TO APPROVE THE CONFIDENTIAL MEETING MINUTES WITH MINOR AMENDMENTS. THE MOTION PASSED WITH ALL PRESENT VOTING IN FAVOR, EXCEPT JUANITA SHEPHERD WHO WAS NOT PRESENT AT THE JULY MEETING ABSTAINED.

2. Report of the Director:

New Board member: Kim Smith declined the public member position and we are checking for new names. This is the public board member position to replace Robert Bond. Nikki Gregory Cunningham recommended Erik Bergland in Salem who also declined. We will continue the search for a new public member.

Monthly reports on revenue and expenditures are sent to Board members.

2015 Revenues: June \$4, 203 for a total revenue for last biennium of **\$335,819**.

2015 Expenditures: The final June expenditures were **\$15,404** plus \$1,244 paid in July for a total biennium spending of **\$366,729**. This leaves an ending balance from 2013 – 2015 of **\$308,448** to carry forward to the next biennium.

The new current 2015 – 2017 Budget started July 1:

There is a budget of **\$454,683**. This is an “allotment” for spending of **\$18,945** per month. This is the amount the legislature approved for our spending and the board cannot spend more than what is approved by the legislature even if more revenue comes in than projected. The revenue projection for **2015 – 2017** is **\$376,600** to which we add in the ending balance of **\$308,448**.

2015 Revenues: July \$3,941; and August \$3,181. 2015 Expenditures: July \$13,776; and August \$14,783 The August expenditures include a cost of \$796 for two Tri Met passes previously approved by the Board for staff. We are in a good financial position.

Kelvin Wong has been hired as the new accountant for the 833 Agencies which share the costs of his position. This is to replace the DAS Shared Client Services and we hope to save some costs. It is very convenient to have the position close to the Board offices.

Telehealth:

We are continuing to track those using telehealth: Presence Learning, Community Therapy Services and Gresham/Barlow school district are on the list. A question on the application was added asking whether the applicant is providing occupational therapy services via Telehealth. We are planning to add to renewals as well. At a future time the Board can review how services are being provided via Telehealth in Oregon. We have not received any questions about the Telehealth rules.

NBCOT Navigator webinar taken by Nancy Schuberg about the new system launched in June.

- Navigator is available free to active OTR and COTA certificants. They can access it through their NBCOT account and can pull it up at any time it is convenient
- Through various tools up to 18 PDU's can be accrued toward renewal. Once a tool is completed, the PDUs are automatically filled in the log with a certificate available.
- An interactive virtual platform features games, quizzes and case simulations that mimic real life practice and case scenarios to help OTR and COTA certifications assess competency across all areas of occupational therapy.

NBCOT Verifications: Nancy demonstrated to the board verification of certification on line via the NBCOT website. The staff uses the online NBCOT certification to save candidates the \$40 costs of sending a separate report to the Board. The Board will continue with the same process it has been using for confirming certification and for LP holders.

Customer Satisfaction: A summary of all the survey reports for 2015 were handed out. The staff reviews all comments with the Board to determine how they might improve services. They are very positive, all categories ranking 97% or above. Licensees are very happy to know what the process is for applications, getting an email when we receive their application and exactly what is missing and an email when the license is issued and mailed.

License Numbers: As of November 6, there were 459 OT Assistants and 1,923 OTs for a total of 2,382 licensees. There were 134 new licenses issued since the July Board meeting with approx 40 license issued per month. There is only 1 Limited permit left. All other LP holders passed the NBCOT exam and were issued licenses.

3. Disciplinary/Investigations/Complaints: In accordance with ORS 192.660 (2)(1), which allows the Board to meet in Executive Session on matters to consider information obtained as part of investigations of licensees, the following cases were considered:

- **OT 2013 – 06:** Continued
- **OT 2013 – 08:** Probationary License
- **OT 2013 – 12:** Probationary License +
- **OT 2014 – 09:** Continued
- **OT 2015 – 05:** Interim Stipulated Agreement signed.
- **OTA 2015 – 06:** Continued. MOTION by Juanita Shephard, seconded by Sybil Hedrick Park for a private letter of concern. (Motion made in public session)
- **OT 2015 -07:** File closed.
- **OT 2015 – 08:** Application MOTION by Sybil Hedrick Park, seconded by Mashelle Painter to send a private letter of concern. (Motion made in public session)
- **OT 2015 – 09:** New case

In accordance with ORS 192.660 (2)(f), which allows the Board to meet in Executive Session to discuss legal advice with Board counsel. AAG Johanna Riemenschneider appeared before the board and gave a legal presentation about their duties and responsibilities and handling discipline and for current case 2015-05.

The Executive session was adjourned and the meeting was brought back to public session. All votes were taken in public session.

4. Ratify List of Licensees: A MOTION WAS MADE BY Linda Smith AND SECONDED BY Juanita Shepherd TO RATIFY THE LIST OF LICENSEES ISSUED SINCE THE LAST BOARD MEETING. THE MOTION PASSED WITH ALL PRESENT.

Lunch was provided as the Board continued working.

5. Workgroup for OTs in Education: The Board's workgroup is looking at issues affecting OT and OT Assistants working in schools. Data was collected on caseloads and workloads. The group met with Dr. Nancy Golden, Chief Education Officer, Sarah Drinkwater, Assistant Superintendent. We are now working with Melissa Glover, Education Specialist with the Department of Education to see what strategies can be used to provide better services for kids in schools and the work group hopes to adopt state standards and Best Practices for OTs working with children.

There is a session at the OTA conference on these issues. It is important that OT working in schools be members of the Association and help with this group. The group will work to provide best practice and use of appropriate interventions in the school setting. Pacific students may work to help in the process. We want to encourage therapists to consider joining the Association

to help promote this important initiative. The Association is reviewing new changes made in Washington State on caseloads and the labor and union issues involved.

Workgroup on Use of Aides is set up. Sybil Hedrick is heading the group with Nancy Schuberg. A copy of the PT rules and AOTA guidelines are available. Members of the group include both OT's and OTA's,

The meeting was held August 20, 2015. The plan is to define more specifically what an OT Aide can and can't do, such as an ultrasound under their sight and earshot. This would be permitted under AOTA guidelines as long as the OTR was comfortable allowing the Aide to do so and the aide has the training and experience. It must be clear that an aide is only to assist and cannot provide skilled services.

6. Hand therapist and medications

Use of medications by hand therapists: The PT laws allow PTs to prescribe certain medication for hand therapy, but OT's do not have this in their law. The Director will contact other hand therapists to see whether this is a problem or not and report back.

7. Notification of Patient to DMV. A question came up whether a presentation at the OTA conference made it clear that OTs do have civil liability for reporting a patient to DMV. The Director will send out what we have on our web site on this issue and see whether that is the understanding of the therapist and report back.

8. New Business:

Use of Mentorships for CE. A question came up about making it easier for new therapists in rural Oregon have mentorship experience and for therapists mentoring to obtain CE. Since the new rule allows someone who is current NBCOT certified to have what they need for CE upon renewal, the Board members looked at the NBCOT mentorship rule. NBCOT has a form online that can be used and gives more CE credit than the Oregon CE rules. We will notify licensees about this agreement and how it can be used through NBCOT to obtain CE credit.

With the new Telehealth rules, supervision for mentorship can be done via telehealth as it can for supervision of OT Assistants.

Meeting Dates for 2016 changed to be on **Monday:**

Monday Feb. 1, 2015

Monday May 2, 2016

Friday – Sat. Aug. 5-6, 2016 Strategic planning perhaps at Oregon Garden.

Monday Nov. 7, 2016 @ Pacific, with new Director Greg Wintz

The Board adjourned its meeting at 1:38 p.m.

Director, Felicia Holgate & Nancy Schuberg Nov. 10, 2015