



# Oregon Occupational Therapy Licensing Board

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[www.otlb.state.or.us](http://www.otlb.state.or.us)

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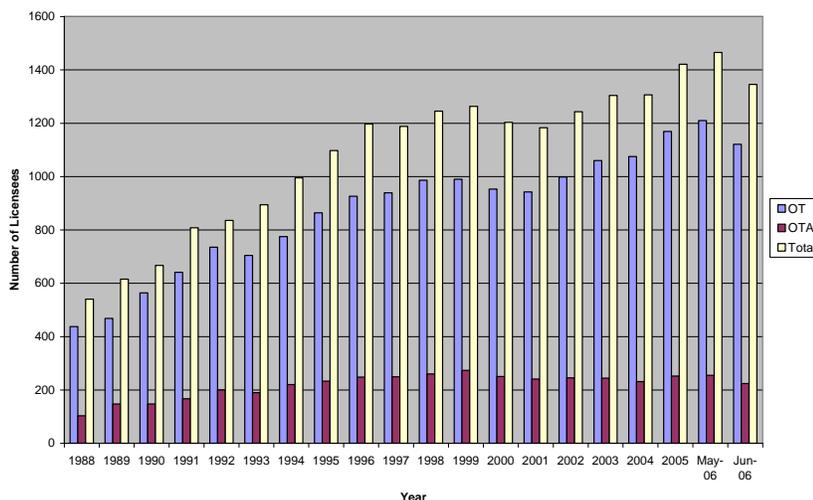
## NEWSLETTER

**The next Oregon OT Licensing Board Meeting will be held Friday, August 4, 2006** at the State Office Building in Portland. Call for the agenda or check the web site. The Board will hold its fall meeting at the OTA conference September 29-30 in Eugene.

### 2007-2009 Agency Budget Request

The last newsletter talked about the budget and how your license fees are used. The Board is already preparing the 2007-2009 Agency Budget Request which will be submitted for approval to the 2007 legislative session. The OTLB budget, though small and funded by its own license fees, is scrutinized closely. This Chart shows the number of licensees. The last column shows the natural drop after **189 licensees did not renew in 2006**. We project this number to exceed last year's totals within a year.

History Number of Occupational Therapists



**T**he Oregon Board compiled results of the customer satisfaction survey sent to a random sample of renewal applicants. Results show a high level of satisfaction with board services. Over 89% rated overall services as being excellent or above average. Services most frequently used are verifications of licensure, answering questions on CE, Supervision, and Scope of Practice issues.

Licensees appreciate the personal service and how quickly they received their license. About one quarter have not used the web site. It is used most frequently to obtain license applications, to verify licenses, to obtain information on CE, Scope of Practice and Supervision. Some remarked that you did not get any services (not considering getting a renewal license as a service). The questionnaire is at [www.oregonsurvey.com](http://www.oregonsurvey.com) We are looking for ways to improve and better serve the public and licensees. Let us know what you think.

## NBCOT LOOKING FOR OT ASSISTANT TO SERVICE

If you are an OT Assistant and interested in serving on the National Board of Certification for Occupational Therapy contact them. Check [www.nbcot.org](http://www.nbcot.org)



## GOOD NEWS ON DISCIPLINE

Discipline is maybe the most important board function for protection of the public in assuring safe and ethical delivery of occupational therapy services. The board had only two cases this year that resulted in action. One granted a probationary license with conditions to an applicant who was previously suspended for a felony and the other denied a renewal because of an improper relationship with a client.

## What are the current OT Licensing Board Issues ?

**OT DEFINITION:** The change to the legal “Occupational Therapy” definition is approved by the Governor’s office and will be an Agency bill considered by the legislature in 2007. The Board and director will closely follow the process and testify at legislative committee hearings. The Board will also present the agency budget for approval. If you are interested in learning more about the process please contact the Director. We also work with OTA/O.

The Board also monitors other legislation that affects occupational therapists. Topics affecting OTs include items such as administrative laws or hearings, requirements for confidentiality or disclosure of investigative materials, and requirements for fingerprinting of applicants. The board prepares information and fiscal impact statements and may give testimony on these issues.

**SUPERVISION:** Supervision materials were sent to all OT Assistants and a reminder to their OT supervisors to review the materials together. The AOTA Supervision rules require that supervision be documented. Materials are at [www.otlb.state.or.us](http://www.otlb.state.or.us) When OT Assistants change work or have a new supervisor they must submit a new Statement of Supervision.

**RE-ENTRY PROGRAM AT PACIFIC, School of OT:** There are now three applicants who have completed the program and been licensed. There are five applicants working through the program. Re-Entry includes the required educational and practical fieldwork experience to help ensure the board that these applicants are ready to reenter the occupational therapy field.

**ADVISORY COMMITTEE:** The Board has a state mandated committee reviewing rule changes to determine the fiscal impact on small business. Another committee is reviewing the current rule on “Use of Aides”. The proposed changes to the Use of Aides rule will be discussed at the August Board meeting, including how the rule will apply in the education setting.

## Mobility Unlimited

**Mobility Unlimited**, a nonprofit organization, assists physically disabled, uninsured or underinsured, working Oregonians with mobility equipment needed to be independent and self-sufficient. To find out more check [www.mobilityunlimited.org](http://www.mobilityunlimited.org) or call toll free 877-516-0605 or 541-618-9468.

## **RENEWALS ARE DONE. HERE ARE TIPS FOR YOU**

First, keep the Board informed of **changes to your contact information**. We spend a lot of time on undeliverable letters and tracking down licensees to determine whether they wish to renew. It takes an inordinate amount of time which could be spent more effectively on other matters.

Second, if your name changes, send in a **copy of the legal document showing the name change** along with any changes to address, phone, or e-mail **in writing**. We will be more efficient without having to ask for documentation during the busiest time of the year.

Third, **complete the entire form**. There were over 100 renewals either without the signature, without questions answered, without the number of CE points, without the check, or without the form included. There is a reason for all the questions and the signature and date are required.

Fourth, the CE audit shows that the Board needs better inform licensees about continuing education. You **must have your required 30 points of CE by or before May 1<sup>st</sup> when you renew!** Do not leave it until the last minute. Here is a list of the problems that came up:

- **CE must be related to OT practice and be at practice level:** The following facility health related in-services are not approved: HIV/AIDS, incontinence, patient bowel and bladder needs, in-patient training protocols and restraint training, and emergency procedures. More information was needed for approval of Functional Independence Measurement training (too basic), Journal Club on Bone Density, and insurance reimbursement.
- **Management:** The Board recognizes that enhancing professional skills, although not clinically based in terms of patient care, demands more in terms of management so the Board approved some of the points for educational management courses. Medicare training may be approved depending on documentation and how it related to OT. Recently the board approved workers compensation classes on changes to Independent Medical Examinations and impairment findings for workers compensation claims.
- **Documentation:** First, all documented in-services might not be approved. Insurance reimbursement was not approved. For in-services make sure you keep track of the information needed in the log form, the date, who provided it, and how it specifically related to OT at the practice level. If your facility does not do this then you must obtain the documentation. Since you do not know ahead of time if you will be audited it is prudent for you to keep records in a file if you plan to use them for CE and are audited.
- **CE for an in-service** given by an OT Assistant at a facility on testing was **not approved for an OT. Why?** First, since the OT Assistant can only gather testing information, this would not be at practice level for the OT (it might for an OT Assistant). The OT Assistant cannot interpret data since this would be beyond the OT Assistant's scope of practice.
- **If you are audited you must send in the log form and the certificates:** It is a random audit. Keep track of this information. The members of the Board are volunteering their time doing these reviews. The log form helps organize what kind of credit to give for CE and improperly filled forms or missing certificates increases the work at the busiest time of the year. It also delays issuing renewals on time. Yours is just one of many renewals the Board is dealing with. Keeping problems at a minimum means we can deal with the most important issues quickly, and get the last minute licenses issued before they lapse.

- **Statement of Supervision:** If you are an OT Assistant the license will not be issued without a Statement of Supervision. This year we sent information about supervision to all OT Assistants in February as a reminder. There were about 40 statements not received prior to or with the renewals of the OT Assistant. Keeping track of all the incomplete renewals takes time that could be used more efficiently.



**The good news is that most of you have more than the required 30 points.** There were about fifty renewals that had over 60 CE points. If you have **over the required 30 points** in this last licensing period and obtained it in March, April or May of 2006, you can use these points for the next renewal period for 2006 – 2008.

Finally, waivers or extensions to CE requirements for “physical disability or illness, or undue hardship” must be in writing two months prior to license expiration which is March 31, 2008! You are required by rule to keep your CE information for four years. Contact us if you have questions.

**Board Members:**

**Genevieve deRenne, MA, OTR/L, FAOTA, Chair**  
**Alan King, OTR/L**  
**Joyce Browne, OTA/L**  
**Jeffrey Roehm, Ph.D. Public Member, Vice-Chair**  
**Tom Ruedy, Public Member**

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