

PUBLIC MEETING MINUTES  
Occupational Therapy Licensing Board Feb. 3, 2005

The Oregon Occupational Therapy Licensing Board met Thursday Feb. 3, 2005 in The Portland State Office Building, Room 445 at 800 NE Oregon Street. Greg Thielen, OTR/L was excused. All other Board members were present.

Genevieve deRenne, MA, OTR/L, FAOTA, Chair called the meeting to order at 9:35 a.m.  
Jeffrey Roehm, Vice Chair, Public Member  
Joyce Browne, OTA/L  
Tom Ruedy, Public Member

Felicia Holgate, Director was present. Also present for the disciplinary session was Raul Ramirez, Asst. A.G. In attendance at public session were Robert Love, OTA/O President.

**1. Minutes:** The Board reviewed meeting minutes of October 15, 2004. Jeff Roehm MOVED THAT THE MINUTES AS MODIFIED FOR THE October 15, 2004 LICENSING BOARD MEETING BE APPROVED. Tom Ruedy seconded the motion, and it **PASSED UNANIMOUSLY**.

**2. List of Licensees:** Licenses issued since the last Board meeting were distributed to Board members.

Joyce Browne MOVED THAT THE BOARD RATIFY THE LIST OF LICENSEES ISSUED SINCE THE October 15, 2004 BOARD MEETING. Jeff Roehm seconded the motion, and it **PASSED UNANIMOUSLY**.

**3. Report of Director:** The Director Felicia Holgate sends monthly office reports summarizing the work in the office. The office move down the hall on the 4<sup>th</sup> floor is scheduled for summer. There will be a new telephone system, with a new telephone number this year. For a year the old number will transfer to the new one automatically.

The Director gave a **fiscal summary**. Third quarter allotment plans continue to show lower actual costs than predicted, showing a strong financial picture. Sept. monthly expenditures were \$8,107; Oct. monthly expenditures were \$8,415; Nov. monthly expenditures were \$8,799 and Dec. monthly expenditures were \$7,392.

The 16 **budget binders** due to DAS and the Legislative Office were delivered on January 27<sup>th</sup>. The Governor approved almost everything in the Agency Request. The Joint Ways and Means, Subcommittee on Education will be hearing the budget bill for the board the end of March. The Board Chair and Director will appear to testify. The members of the subcommittee are: Senator Devlin, Chair, Senator Gordly, Senator Nelson, Senator Walker, Senator Whitsett; Representative Johnson, Representative Morgan and Representative Whisnant.

The Director gave a **summary of legislation**. The LINUS state system allows tracking of bills and the Director distributed and summarized the current list of bills being tracked by the OTLB on this system.

The director discussed some of the questionnaires sent to determine customer by the Director to:

1. New grads asking about change to CE in their third year of licensure – considering changing it to their second year. Of the 15 or so sent out only three responses came back and two thought the third year was fine and the third thought second year would be good. The board discussed the issue when continuing education should be expected. Any graduate should start their continuing education right after they are licensed, and with so many online opportunities for credits there are far more opportunities for continuing education than when the rules were originally written. The director shall draft the administrative rules for requiring CE for new graduates to require the same continuing education as any other licensee.
2. Questionnaire to those to whom written license verifications were sent in 2004: So far the response rate OTLB high. They are happy with the quick service and no cost. Final responses will be summarized for the Board and the Governor's progress board.
3. Questionnaires were sent to those for whom license lists were sent in 2004.
4. Questionnaires will be sent to all those in 2004 to whom **licenses were issues** later in the year. Perhaps a questionnaire could be drafted to a random sample of all licensees when renewal notices are issued in 2006.

**5. Investigation:** The Asst AG Raul Ramirez was present during this part of the meeting. In public session the board made the following decisions on the pending disciplinary cases:

**OT 04-07:** Tom Ruedy moved and Jeff Roehm seconded that the Board send a stern private letter of concern specifically identifying scope of practice issues. The director will draft the letter and discuss it with Joyce Browne, Genevieve deRenne and the AG's office prior to it being mailed.

Another motion was made by Joyce Browne and seconded by Jeff Roehm that the board send a letter of concern to the Rehab facility director, supervising Occupational Therapist and Occupational Therapist assigned as the COTA's supervisor on the issue of scope of practice of occupational therapy assistants. The Board will request a meeting with the therapists noted above within sixty days, to review the procedures they have in place for supervision of occupational therapy assistants. This will include (1) looking at documentation showing a collaborative system for COTA supervision; (2) reviewing how discharges are handled; (3) reviewing how changes to treatment plans are made and documented; and (4) reviewing documentation of supervision is handled between occupational therapists and occupational therapy assistants at the facility. The director will help set up the meeting date with Genevieve deRenne and Joyce Browne at the facility for April.

**OT 04-08:** The investigation will continue and the director will set up a meeting with the Board Chair and the licensee. No motion was needed.

**OT 2005-01:** A new complaint was received and assigned to Greg Thielen. The director will send it for investigation.

5. Board Four-year plan:

1) **OT definition Group:** Set to meet Thursday Feb. 17, 2005 at Providence at 4. Board members include Genevieve deRenne and Joyce Browne.

2) **Reentry Guidelines:** The Director is working with Greg Thielen to propose changes to the statute and then to the rules in the area of reentry. Director did some research to find what other states are doing, some of whom do have “mentorship” and retaking of examination. The Board stressed the need to change the terminology from mentorship to reentry.

**6. Specialties on Web site:** The Director is adding sections on the web site for issues, questions and topics. Each of these sections will be first reviewed by board members since they are often scope of practice issues. Some of them were ready for review by the Board. The Director will be mailing drafts to board members for approval prior to putting them on the web site.

The Director also pointed out what specialties are presently found on the data base.

**7. Robert Love, President of OTAO** was available and requested that the list of new licenses be sent to OTAO so they can be contacted about membership. The Director will do so. The Board also discussed the statute ORS 675.310 which presently states that the association will submit “a list of no less than eight nominees” to the Governor’s office. Since the position will be open by October, the board can review the names at the April meeting and it would be prudent to have the names to Governor’s office by July.

Robert Love also gave a summary of his work with the Oregon Health Plan, reductions in funding and the Health Commission’s work to decide how to spend limited dollars. Mr. Love outlined the discussion on such issues as dollars for therapy, speech, dysphasia; number of visits to different facilities and acute vs. chronic care.

**Athletic Trainers:** The administrative hearing for the proposed changes to administrative rules for athletic trainers was discussed. The Director attended the hearing in Salem. There was testimony both for and against. The recommendation should be made shortly by the hearings officer to the Board. The proposed changes expand the scope of practice by rule and the Association presented written testimony against the change. The national PT association and local associations presented or submitted testimony at the hearing.

**Upcoming meetings:**

**Friday, April 29, 2005 at 1 in The Dalles.** The Director will coordinate with Joyce Browne and OTAO to include a community meeting and CE class on ethics/discipline on Saturday, April 30.

**Friday, July 16 at 9:30 in Salem.** This will be Greg Thielen’s last meeting as a Board member, after serving eight years on the board. The meeting will be held at the hospital with lunch.

**Friday, October 21 in Portland** during the OTAO conference

Genevieve deRenne adjourned the meeting at 12:15 pm.

Felicia M. Holgate, Executive Director Feb. 4, 2005