



OCCUPATIONAL THERAPY PRACTICE BOARD MEETING MINUTES

July 17, 2015

9:00 AM

Department of Health

River View Corporate Center, Suite 1500

16201 E. Indiana Avenue

Spokane Valley, WA 99216

On July 17, 2015 the Occupational Therapy Practice Board met at The Department of Health in Spokane and by webinar. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

MEMBERS PRESENT

BETH ROLLINGER, OT, CHAIR
SHERYL ZYLSTRA, OT
ANN ERICKSON, OT
BRENDA LEMPE, COTA

STAFF PRESENT VIA PHONE

KATHY WEED, PROGRAM MANAGER
SANDIE PEARSON, PROGRAM SUPPORT
TRINA CASTLE, EXECUTIVE DIRECTOR
DEBRA DEFREYN, AAG

GUESTS PRESENT

SHAUN CONWAY, NBCOT

GUESTS PRESENT VIA WEBINAR

CAROL POTTER
KARIN SCHULZE
CHERYL CROW
DEBBIE AMINI
KEVIN BRICK
DANETTE DELO

Friday, July 17, 2015– 9:00 a.m. – OPEN SESSION

1. CALL TO ORDER

The meeting was called to order by board chair, Beth Rollinger, at 9:01 a.m.

1.1 Introductions

The board, staff, and audience members who were present in person and by webinar introduced themselves.

1.2 Approval of Agenda

A motion was made and seconded to approve the agenda as presented. The board voted and approved the agenda as presented.

1.3 Approval of the April 7, 2015 Meeting Minutes

Board members reviewed and discussed the April 7, 2015 Meeting Minutes. A typographical error was corrected in Item 1.2 – Approval of the Agenda. The board voted in favor of approving the April 7, 2015 Meeting Minutes as corrected.

1.4 Approval of Disciplinary Meeting Minutes

Board members reviewed and voted to approve the Disciplinary Meeting Minutes as presented. Ms. Weed shared that since the disciplinary staff already present the minutes; the board can determine whether to continue to place the approval of the disciplinary minutes on future agendas. Brenda Lempe moved to no longer place the approval of disciplinary minutes as an agenda item. Sheryl Zylstra seconded the motion. The board voted in favor of the motion. Program staff will no longer include approval of disciplinary meeting minutes on future agendas.

2. CORRESPONDENCE – The board reviewed and discussed correspondence received by program staff.

- 2.1 Regulation on standards of professional conduct – Board members discussed correspondence received about OT’s working with clients of an Adult Day Health Facility and whether OT’s are required to recommend termination of services per WAC 246-847-170 (4) when working to slow the decline of a long term care client. Ms. Erickson shared that it would depend on the goals that had been set, and shouldn’t be limited. Ms. Defreyn, AAG shared that it is a question of standards of ethical care and the OT would need to consider the individual and make that determination on a case by case basis. Carol Potter shared that many clients of Adult Day Health Facilities have chronic conditions requiring skilled help to prevent further decline. A question was asked about how to measure “slow decline.” Ms. Rollinger shared that the determination of “slow decline” would be dependent on assessment and diagnosis. Board members discussed the importance and necessity of documentation to back up an OT’s plan of care and that the current WAC does not preclude the use of OT services for clients at an Adult Day Health Facility.

3. **DISCUSSION ON TELEHEALTH POLICY** – The board discussed and considered writing or adopting a policy on telehealth. Board members were presented several handouts regarding telehealth, including:
- Medical Quality Assurance Commission’s (MQAC) Guideline for Telemedicine
 - WOTA’s Statement of Support and Resources for Use of Telemedicine in Occupational Therapy
 - WAC 246-915-187 – Use of telehealth in the practice of physical therapy
 - Proposed draft language for WAC 182-531-1730 Telemedicine
 - The American Journal of Occupational Therapy article on Telehealth

The board discussed that telehealth is helpful in rural areas and that they realize providing telehealth guidelines will be necessary, however the board’s discussions around this topic are still in the initial stages. Cheryl Crow, WOTA’s Legislative Chair shared that WOTA would like additional guidance from the board. Ms. Rollinger shared that future rule writing may be necessary, and reminded the board that discussion today is the first step. Shaun Conway, NBCOT shared that the NBCOT is seeing a lot of discussion around telehealth and how to make it fit in regards to license portability and applauded the board for beginning these discussions.

4. **PRESENTATION ON NBCOT PROGRAMS** – Shaun Conway, Director of Credentialing Services for NBCOT presented information on their programs and services. Mr. Conway presented information to the board on the NBCOT’s Navigator Tool Suite, a new online continuing competency tool for OT’s and OTA’s. The NBCOT Navigator is a virtual platform that contains a web-based assessment and certificate dashboard. It is designed to interface with a series of tools and resources to support the users continued competency. Through this platform users can use self-assessment tools to identify and access resources related to specific practice areas, receive feedback, and track performance on a variety of topics. Users can also organize documentation of completed continued competency courses. The NBCOT Navigator Tool Suite has interactive quizzes, games, and animations that include feedback and reading resources customized to each user. The board asked whether NBCOT membership was required to use the Navigator Tool Suite. Mr. Conway shared that the Navigator Tool Suite is currently only available to members.

Mr. Conway also provided information regarding the NBCOT Authorized Agent Initiative for reporting disciplinary actions to the National Practitioner Databank (NPDB).

Information was also presented to the board regarding using the NBCOT certification renewal as an option for meeting/fulfilling the state’s continuing competency requirements. Mr. Conway shared that the West Virginia Board of Occupational Therapy voted to include the NBCOT Navigator in the list of continuing competency activities to meet the WV renewal requirements. He also shared that the Oregon Occupational Therapy Licensing Board decided to recognize current NBCOT certification as complying with the Oregon CE requirements. Mr. Conway asked the board to consider including the NBCOT certification/ renewal as another way for OT’s and OTA’s licensed

in WA to meet the requirements of WAC 246-847-065 – Continued Competency. The board discussed whether to accept the NBCOT certificate and renewal as a way for licensees in WA State to meet the CE requirements or whether to add the NBCOT Navigator to the list of CE activities. The board will be working on updating the CE Rule and will take the information provided by the NBCOT into consideration at that time.

5. PRESENTATION ON BOARD POLICIES – The board reviewed and discussed current policies and determined whether to update, rescind, or re-approve.

5.1 Policy 1.3 Complaints Against Board Members – The board tabled this and will discuss at a future meeting.

5.2 Policy 2.1 Affirmative Responses to Personal Data Questions – The board tabled this and will discuss at a future meeting.

6. DISCUSSION OF RULES TO UPDATE – The board reviewed and discussed rules sections that may need revisions. Rules reviewed and discussed included:

- WAC 246-847-010 – Definitions
 - Board members voted in favor of having staff begin the rule writing process by filing the CR 101.
- WAC 246-847-030 – Occupational Therapists Acting in a Consulting Capacity
 - Board members voted in favor of having staff begin the rule writing process by filing the CR 101.
- WAC 246-847-055 – Initial Application for Individuals Who Have Not Practiced Within the Past Four Years
 - Board members voted in favor of having staff begin the rule writing process by filing the CR 101.
- WAC 246-847-065 – Continuing Competency
 - Board members voted in favor of having staff begin the rule writing process by filing the CR 101.
- WAC 246-847-068 – Expired License
 - Board members voted in favor of having staff begin the rule writing process by filing the CR 101.
- WAC 246-847-070 – Inactive Credential
 - Board members voted and determined not to open this rule at this time.
- WAC 246-847-100 – Examination Dates
 - Board members voted in favor of having staff begin the rule writing process by filing the CR 101.
- WAC 246-847-125 – Applicants Currently Licensed in Other States or Territories
 - Board members voted in favor of having staff begin the rule writing process by filing the CR 101.
- WAC 246-847-140 – Supervised Fieldwork Experience-Occupational Therapists

- Board members voted in favor of having staff begin the rule writing process by filing the CR 101.
 - WAC 246-847-170 – Code of Ethics
 - Board members voted in favor of having staff begin the rule writing process by filing the CR 101.
 - WAC 246-847-210 – Sexual Misconduct
 - Board members voted in favor of having staff begin the rule writing process by filing the CR 101.
 - WAC 246-847-XXX – Other sections for discussion such as telehealth and military equivalence
 - Board members voted in favor of having staff begin the rule writing process by filing the CR 101.

- 7. **REVEIW OF LISTS AND LABELS REQUEST** – The board reviewed lists and labels requests to determine whether the request should be approved or denied.
 - 7.1 The board reviewed, discussed and voted to approve a lists and labels request from Jessica DeNardo.

 - 7.2 The board reviewed, discussed and voted to deny a lists and labels request from Lucretia Berg. The requester is not considered a “professional association” or an “educational organization”.

 - 7.3 The board reviewed and discussed a lists and labels request from Allied Health Media. The board requested program staff contact Allied Health Media and ask that they submit more information regarding their request.

 - 7.4 The board reviewed and discussed a lists and labels request from Professional Therapy Seminars. The board requested program staff contact Professional Therapy Seminars and ask that they submit more information regarding their request.

- 8. **BUSINESS PLAN** – The board reviewed the Business Plan and determined whether updates were needed at this time. Ms. Weed presented the Business Plan to the board. The board reviewed and asked program staff to update the Business Plan to include improving and maintaining dialog with schools and colleges and find out ways the board can connect with the OT educational programs. Ms. Weed will update the Business Plan and will bring back for the board to review at a future meeting.

- 9. **EXECUTIVE DIRECTOR REPORT** – The following information was provided to the board by Executive Director, Trina Castle.
 - 9.1 Update on the Federal Trade Commission guidance for boards and commissions – Ms. Defryn provided a brief overview about the court ruling in the NC Dental Board vs. Federal Trade Commission lawsuit. The AAG’s office is working on a

presentation for board and commission members to be presented at a future meeting.

- 9.2 Current Budget Report – Ms. Castle provided an updated budget report to the board members. Ms. Castle explained that the 2015-2017 biennium began July 1, 2015. The budget office is still working on the budget for 2015-2017. An updated budget report will be provided to the board at the next meeting.
- 9.3 Legislative update – Ms. Castle reported to the board that there was no new legislation information to report at this time.
- 9.4 Citrix – Ms. Castle updated the board on efforts made by the department to secure Citrix access for all board, commission, and committee members. The department is still moving forward with this and hopes to issue DOH email addresses and hard tokens to board members this fall. Once implemented, board, commission, and committee members will have secure remote access to the departments server for work related to their serving as a board, commission, or committee member.

10. PROGRAM MANAGER REPORT – Information was provided to the board by Program Manager, Kathy Weed.

- 10.1 Licensing Statistics – Kathy Weed, Program Manager, provided updated information regarding the number of licensed occupational therapists and assistants. Statistics included information from July 2013, and July 2015. Information regarding the number of OTs with endorsements was also provided. Licensing statistics for the Occupational Therapy Program are as follows:

	OT July 2013	OT July 2015	OTA July 2013	OTA July 2015
Active Licenses	3063	3262	761	955
Inactive License	98	101	18	16
Expired License	2430	2755	713	814
Revoked License	2	2	1	-
Suspended License	3	4	4	-
Pending Licensure	67	68	37	4

OT ENDORSEMENT TYPE	July 2012	July 2015
Wound care management	31	78
Sharp debridement	23	55

- 10.2 Recruitment update – Ms. Weed reported that the Governor has appointed a new public member to the board and expects her to attend the next meeting scheduled for October 2015.

11. AGENDA ITEMS FOR FUTURE MEETINGS- The board discussed agenda items for future meetings:

- Rules update
- DOH Policy regarding complaints against board members
- Business Plan – School PowerPoint
- Disciplinary statistics
- Election of Vice-Chair

12. CONSENT AGENDA-GENERAL INFORMATION

A copy of the current issue of “The Sentinel News for DOH Employees” was provided to board members.

13. OPEN FORUM FOR PUBLIC COMMENT

There was no public comment at this time.

14. ADJOURNMENT

The board adjourned at 1:11 p.m. The next regularly scheduled board meeting is October 6, 2015 and is scheduled to be a conference call. Updated meeting information will be posted on the Occupational Therapy website.

CLOSED SESSION – The board did not meet in Closed Session at this time.

15. APPLICATION REVIEWS

There were no applications presented to the board for review at this time.

16. DISCIPLINARY CASE REVIEWS

There were no disciplinary case reviews presented to the board for review at this time.

Respectfully submitted:

Approved:

Kathy Weed
Program Manager

Beth Rollinger, Chair
Occupational Therapy Practice Board