On July 20, 2018 the Occupational Therapy Practice Board met at The Department of Health, Town Center Two, 111 Israel Rd SE, Room 145, Tumwater, WA 98501. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

MEMBERS PRESENT
SUNNY ANDERSON, COTA, VICE-CHAIR
BETH ROLLINGER, OT
DI IRONS, PUBLIC MEMBER
WALTER GRUENWALD, OT

STAFF PRESENT
KATHY WEED, PROGRAM MANAGER
TRINA CRAWFORD, EXECUTIVE DIRECTOR
SIERRA McWILLIAMS, AAG
MARLEE O’NEILL, STAFF ATTORNEY

MEMBERS ABSENT
SHERYL ZYLSTRA, OT, CHAIR

GUESTS PRESENT
MARY SPORES
KRISTEN NEVILLE
VALERIE TUNG
JESSICA SIDES
SHANA RADACK
KAREN WITTERS
CHRYS TIPTON
GENIE CHARVET
TRACY ARNOLD
NANCY JOHNS
Friday, July 20, 2018 – 9:00 a.m. – OPEN SESSION

1. CALL TO ORDER

The meeting was called to order by Board Vice-Chair, Sunny Anderson, at 9:00 a.m.

1.1 Introductions

The board and staff 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 May 4, 2018 Meeting Minutes

Board members reviewed and discussed the May 4, 2018 Meeting Minutes. A motion was made, seconded and the board voted in favor of approving the meeting minutes as presented.

1.4 Welcome New Member, Provide Quick Update on Work

Board members welcomed the new member, Walter Gruenwald, OT, and provided a brief overview of recent board work.

2. RULES HEARING – 9:10 a.m. to 9:16 a.m.

The board conducted a rules hearing to receive public comment regarding the following changes to rules listed below:

- WAC 246-847-080 – Examinations
- WAC 246-847-135 – Standards of Supervision
- WAC 246-847-150 – Supervised fieldwork experience—Occupational therapy assistants

No comments were received and the board made no changes or edits. Board members reviewed, discussed and motioned to accept the proposed rule changes as listed above. The board voted in favor of the motion. The rules hearing concluded at 9:16 a.m.

3. TEMPLATE FOR STIPULATION TO INFORMAL DISPOSITION (STID) –

Marlee O’Neill, Deputy Director of Office of Legal Services presented information to the board regarding the STID process.

Mrs. O’Neill gave board members an overview of the process to finalize a STID. This happens once the practitioner complies with the sanctions outlined in the STID,
paperwork is typically presented to the board for the practitioner to be released from the STID. Mrs. O’Neill requested the ability to have the reviewing board member sign off on the final paperwork once all conditions are met. This will streamline the process by not having to wait for a full board panel to approve. Board members discussed and voted to accept the change.

4. **DISCUSSION ON MEDICAL CASE** - Sierra McWilliams, AAG, presented guidance to the board regarding the term medical case. A handout was provided to board members that detailed examples and a decision tree based on statute and rule. The board delegated Beth Rollinger, OT, to create another example of a medical case to be posted on the frequently asked questions page on the department’s website. The draft language will be brought to the board for approval at a future meeting.

5. **CORRESPONDENCE**

5.1 The Oregon board has asked if Washington allows “advanced” pelvic floor therapy.

Advanced treatment of the pelvic floor by an OT was discussed by the board. The board has decided to gather more information on the legality of this particular topic and bring it back to a future board meeting for further discussion.

5.2 Is an OT legally allowed to treat lower back, knee, and neck pain?

Board members reviewed, discussed and determined this is within the scope of practice as long as the services and techniques used are within the scope for an OT. Additionally, per WAC 246-847-170, the OT practitioner shall only provide services and use techniques for which they are qualified by education, training, and experience. Board members directed Ms. Weed to work with Ms. Anderson and Ms. McWilliams to draft a letter of response.

6. **REVIEW OF LISTS AND LABELS REQUESTS**

6.1 Joe Kelly, LMP, LLC- The board reviewed, discussed and voted to approve this lists and labels request

6.2 Apply EBP, LLC – The board reviewed, discussed and voted to approve this lists and labels request

7. **REVIEW OF POLICIES** – Kathy Weed, Program Manager presented existing policies and procedures to the board. The board reviewed and discussed the following policies:

- Policy 2.2 Re-entry – updated to incorporate changes in recent rule revisions
- Policy 3.5 RBM case presentation – updated to provide more guidance for board members
8. EXECUTIVE DIRECTOR REPORT


9. PROGRAM MANAGER REPORT

9.1 Business Plan – Ms. Weed presented the Business Plan to the board. The Business Plan is a living document and is reviewed by the board regularly and can be updated per the board’s request. Ms. Weed asked the board to contact her with any updates or changes they would like to include on the Business Plan.

9.2 Recruitment Updates – Ms. Weed updated the board on efforts to recruit for Beth Rollinger’s position that ends December 31, 2018. The Governor’s office has appointed Mary Spores, OT, to the board effective January 1, 2019. Mary started her career as an OT assistant, is currently the clinic manager at Pacific Rehabilitation Centers in Everett, and has worked in many specialties.

9.3 Scheduling Discipline Calls – Ms. Weed discussed the schedule for the bi-monthly discipline calls and how the department can best support the board in this function. The board gave feedback to the department on scheduling these calls.

9.4 Retreat with Other Boards – Ms. Weed shared that the Hearing and Speech Board has agreed to attend a retreat with the board. The Physical Therapy Board has been invited and will discuss attendance at their August 20, 2018 meeting. Ms. Weed presented a draft agenda for the retreat and asked for input.

9.5 Rules Work – Ms. Weed presented some issues in the rule; one route to licensure for re-entry applicants was unintentionally removed during the recent rule revision. Additionally WAC 246-847-120 may need to be updated. The board would like to open a CR-101 to consider more rule work.

10. AGEND ITEMS FOR FUTURE MEETINGS

- Medical cases examples
- Legal analysis on pelvic floor therapy work
- Rules
- ACOTE educational requirements

11. CONSENT AGENDA-GENERAL INFORMATION – There were no items and/or any additional correspondence received or sent for review by the board at this time.

12. OPEN FORUM FOR PUBLIC COMMENT

13. ADJOURNMENT
The board adjourned at 11:54 a.m. The next regularly scheduled board meeting is October 5, 2018 and is scheduled to be held in Kent. Meeting information will be posted on the Occupational Therapy website.

Respectfully submitted:   Approved:

___________________________  _______________________________
Kathy Weed            Sheryl Zylstra, Chair
Program Manager        Occupational Therapy Practice Board