

Friday, August 19, 2016

The Maryland Board of Occupational Therapy (OT) Practice (Board)

Location: Spring Grove Hospital Center  
55 Wade Avenue – Bland Bryant Building, 4<sup>th</sup> Floor  
Conference Room

Chairperson: Iyna Adams, OTR/L, CPAM

9:00 a.m.

GENERAL SESSION MINUTES

**BOARD MEMBERS PRESENT**

Iyna Adams, OTR/L, Chairperson  
Vanessa Hughes, COTA/L, Vice Chairperson  
Kimberly Goodman, MS, OTR/L  
Wanda R. Banks, MA, OTR/L  
Kim Sands, OTD, OTR/L  
A.Cassandra Brown, Consumer Member  
Marylin Pierre, Esquire, Consumer Member (late)

**NON-BOARD MEMBERS PRESENT**

Donna Ashman, Executive Director  
Anthony DeFranco, Board Counsel  
Jo-Ann Lane, Deputy Director

**BOARD MEMBERS ABSENT**

**NON-BOARD MEMBERS ABSENT**

**GUEST**

Kristen Neville, Legislative/Regulations Coordinator, Boards and Commission  
Michele Harper, OT Intern (LFH)  
Janie B. Scott, MOTA

1. Ms. Adams called the General Session meeting to order at 9:04 a.m.
2. Ms. Goodman motioned that the August 19, 2016 General Session agenda be approved. Ms. Banks seconded the motion. The Board voted unanimously in favor.
3. Ms. Hughes motioned to approve the minutes from the July 15, 2016 General Session. Ms. Banks seconded the motion. All members were in favor.

## REPORTS

### 1. Office of Attorney General (OAG) – Tony DeFranco, Board Counsel

#### a. OAG Legislative Proposal re: N.C. Supreme Court Anti-Trust Case

Mr. DeFranco reported that a work group is being formed that will be a composite of the DHMH health board chairs. Since Ms. Adams' term is ending, Mr. DeFranco submitted Ms. Hughes' name to represent the Board of Occupational Therapy.

#### b. Use of legal name for licensure and documentation.

The Board office staff was approached by an applicant who wished to be licensed under their middle name instead of their full name. Discussion ensued. It was decided that it would be office policy to license individuals with their full legal name. The manner in which the licensee signs their notes will be dependent upon the facility. This issue could be discussed at the Board workshop and possibly added to the Board's regulations.

#### c. Notification of Non-Renewal Form Letter

Ms. Ashman shared Mr. DeFranco's non-renewal notification template with the Board members on Dropbox. Discussion ensued regarding fines. Mr. DeFranco stated that although the Board does not have fining authority established in the Statute, fines can be attached to consent orders. Fining authority will be discussed at the Board workshop.

### 2. Legislation/Regulations Committee – Donna Ashman, Executive Director

#### a. OT Statute Clean-up

Ms. Ashman distributed a listing of possible Statute changes to be discussed at the September Board workshop. The Board members were asked to review the Statute and proposed changes prior to the workshop.

#### b. Criminal Background Records Checks

Ms. Ashman met with the Board of Physical Therapy (PT) Examiners regarding their policy and procedures for criminal background records checks. She will invite John Bull from the PT Board to make a presentation at the Board workshop or a future Board meeting.

### 3. Continuing Education Committee – Kim Goodman, MS, OTR/L and Kim Sands, OTD, OTR/L

#### a. Course Reviews

The committee members reported business as usual.

#### b. AOTA Case Management Position Paper – Vanessa Hughes, OTA/L

Ms. Hughes reported on the work being conducted by the Case Management Ad Hoc Committee. The committee established several action items. The first entails a letter to be drafted to state licensure boards to recognize case management courses/workshops/seminars as acceptable to meet licensure requirements for occupational therapists

working in case management roles. The second action defines case management relevant to occupational therapy, types and levels of knowledge and skills required to function as an advocate for occupational therapists in case management. The third action concerns the implementation of an online discussion forum to facilitate networking and sharing of information/ideas among occupational therapy practitioners working in or exploring opportunities to work in the field of case management. The Board may want to develop a position statement in the future regarding this subject.

4. Jurisprudence Exam Committee – Wanda Banks, MA, OTR/L and Marilyn Pierre, Esquire, Consumer Member

Ms. Banks will report on the revised jurisprudence exam at the September Board workshop.

5. Administrative Reports – FY '17 – Donna Ashman, Executive Director

a. Correspondence and Inquiries for Board review.

The first inquiry, dated July 20, 2016, was an ethical question concerning an occupational therapist providing consultation to a friend's family member in a nursing home. Discussion ensued. Ms. Ashman will work with the Board Counsel and Board Vice Chair to draft a response.

The second inquiry, dated August 5, 2016, concerned treatment programs and the role of an occupational therapy assistant. Ms. Ashman will draft a response.

The next inquiry, dated August 8, 2016, concerned guidance in the development of an OT dysphagia program. Ms. Adams and Ms. Ashman will collaborate on a response.

Another inquiry, dated August 10, 2016, was a request from MOTA for a board member to present an overview concerning policy practices, ethics and disciplinary actions at a future MOTA meeting in June 2017. The Board agreed to the request.

The last inquiry, dated August 18, questioned the documentation an occupational therapist needed to work in the school system. They only need a valid Maryland occupational therapy license.

b. Legislative audit – update

Ms. Ashman reported that discussion notes have been developed from the legislative audit. All boards were cited for separation of duties. The Boards will respond collectively to the discussion notes.

c. Information Technology audit – update

Ms. Ashman did not have any further information on the Information Technology audit.

d. 2016 Renewals – Status Report

Ms. Lane summarized the 2016 renewal survey questions. 3,833 licensees renewed in 2016, and 99% utilized the online renewal application. The majority of the renewal licensees are NBCOT certified (84%), and most reported favorable opinions on the online renewal system.

e. L2000 database migration – update

The L2000 database migration is progressing, and the new system is expected to go live on August 25, 2016.

f. By-Laws – update

Ms. Ashman incorporated the changes to the By-laws as discussed in previous meetings. These have been added to the SOP folder in dropbox.

### **UNFINISHED BUSINESS**

1. OT Board Workshop, Thursday, 9/15/16 – Friday, 9/16/16 – Donna Ashman, Executive Director

Ms. Ashman outlined the agenda for the workshop in September to be held at Mt. Washington Conference Center. A separate folder will be created in Dropbox to house the necessary documents for the conference.

### **NEW BUSINESS**

1. License Ratification – Wanda R. Banks, MA, OTR/L  
The ratification of the licenses will be conducted at the conclusion of the executive session.
2. Board member travel policy – Ms. Ashman will keep this item on the agenda until a Board member travel policy is established.

The meeting was adjourned at 10:40 a.m.

The meeting reconvened at 11:52 a.m. The Board voted unanimously to approve and ratify 56 occupational therapists (OT) and 16 occupational therapy assistants (OTA) as follows:

**OTs - 48**

Abella, Maria Minerva  
Alexander, Erica R.  
Barnwell, Lillian K  
Chelette, Christina K.  
Conway, Angelina A.  
D'Anthony, Kaitlin M  
Deleon, Melissa A  
Duggan, Elizabeth  
Eisemann, Kristen N.  
Faichney, Jean M.M.  
Galilei, Christa E  
Garlington, Faith Y.  
Goldman, Ester  
Hendricks, Kaitlynn  
Holley, Rahsaan J  
Horrell, Mary C

Grigsby, Meredith  
Ikeda, Yuriko  
Kim, Jessica  
Mason, Linda  
Matzkin, Erica N.  
McGreal, Erin T.  
Metz, Lawrence Duane  
Miller, Heidi P.  
Mobley, Autumn K.  
Mocelo, Dana C.  
Monroe, Katrina  
Moore, Alison G.  
Nolan, Erin M.  
Parker, Shannon T.  
Penry, Angela K.  
Polidore, Tamara M

Reda, Kristen M.  
Rennie, Nicole R.  
Roberts, Rachel  
Roebuck, Aryelle R.  
Rogers, Jennifer  
Salley, Jessica R.  
Schug, Kaitlin A.  
Serrano, Helen B.  
Shah, Vidhi  
Swecker, Rebecca L.  
Trivedi, Anuja H.  
Trudeau, Scott A.  
Wasserman, Miriam C  
Weightman, Jodi L.  
Whitman, Daniella  
Wiener, Mindy

**OT reinstatements - 8**

Feld, Michele  
Peebles, Asya  
Roche, Jacqueline

Sanderson, Samantha L  
Savage, Toni-Lynn  
Thomas, Amar

Tower, Clare  
Winans, Sheryl

**OTAs – 15**

Aliyeva, Zeyzhan  
Ault, Sarah  
Boyd, Tracy N.  
Brumfield, Jason L.  
Cobb, Roxanne D.

Goldman, Patricia M.  
Hanson, Justine L.  
Krakauer, Bracha G.  
Perri, Anja  
Reach, Bracha

Rosenberg, Laura A.  
Scherer, Keri G.  
Schwarzbard, Melissa A  
Thomas, Brittany N.  
Wlodarczyk, Rebecca S.

**OTA reinstatement - 1**

Davis, Kendra L.

The meeting was closed at 11:53 a.m.

Respectfully submitted,

Jo-Ann Lane, Deputy Director