

Friday, July 15, 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

10:45 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  
Marylin Pierre, Esquire, Consumer Member  
A.Cassandra Brown, Consumer Member

**NON-BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

**NON-BOARD MEMBERS ABSENT**

**GUESTS**

Kristen Neville, Legislative/Regulations Coordinator, Boards and Commission  
Regena Stevens-Ratchford, MOTA Legislative Committee  
Rebecca Lane, Consumer

1. Ms. Adams called the General Session meeting to order at 10:45 a.m.
2. Ms. Ashman proposed amending the agenda as follows: Unfinished Business, By-Laws; and, New Business, Cease and Desist letters. Ms. Banks motioned that the July 15, 2016 General Session agenda be approved with the amendments. Ms. Goodman seconded the motion. The Board voted unanimously in favor.
3. Ms. Sands motioned that the minutes from the May 20<sup>th</sup> meeting be approved as written. Ms. Banks seconded the motion. The Board voted unanimously in favor.

## REPORTS

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

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

Mr. DeFranco informed the members that a workgroup is preparing a legislative proposal for the next session.

#### b. Email address dissemination

Mr. DeFranco informed the members that it is the position of the OAG's office that email addresses do not fall under the Public Information Act policy and are not disclosable unless there is a compelling public purpose to do so.

### 2. Legislation/Regulations

#### a. 2017 Legislative Session Report

Ms. Neville reported that a legislative concept paper has been submitted proposing to open the board appointment process to individuals outside of the professional associations. Ms. Neville stated that while this already is the case for many of the Health Occupation Boards including the O.T. Board, it is not the case for all of the boards. In addition, the Department is repealing the Board of Review in its entirety.

Ms. Ashman informed the members of her conference call with the MOTA representatives and lobbyist regarding a previously proposed change to the statute relative to the definition of "occupational therapy procedures." As a result of the conference call, MOTA will continue to consider this matter and determine if any action is necessary at this time. It was also stated that it may not be the appropriate time to conduct the proposed survey that was previously discussed. This topic will be included on the OT Board workshop agenda.

In addition, Ms. Elliott, the MOTA lobbyist, requested a list of items that would be included in a "clean-up" bill of the language in the statute. Discussion ensued. Ms. Adams suggested that this topic be added to the workshop agenda. Ms. Ashman will share the list of items that could be considered for "clean-up" via dropbox in preparation for the OT Board workshop in September.

#### b. Criminal Background Records Checks

The Board will have the authority to begin criminal background records checks effective October 1, 2016. Discussion ensued regarding the outcome of unfavorable background checks. Ms. Ashman will meet with other boards to learn how they are accomplishing this task. Ms. Neville reported that the Physical Therapy Board currently performs criminal background checks on initial applications.

### 3. Continuing Competency Requirement Committee

#### a. Course Reviews.

The Committee reported that business is as usual with no special cases for Board review.

b. AOTA Approved Provider Program response

Ms. Goodman reported that several months ago, she received a reply from the AOTA relative to concerns expressed by The Board about a particular course approved within the Approved Provider Program. She was provided with an explanation of the Program as well as the criteria for the program. Ms. Goodman indicated that she was satisfied with the explanation and that the matter can be closed at this time

c. AOTA 6/9/16 Correspondence re: Case management CCRs

Ms. Ashman shared a 6/9/16 memo from AOTA which declared its recommendation that Case Management be recognized by all State Boards as being within their scope of practice, and therefore, recognize continuing education in the area of Case Management as well. Ms. Hughes reminded the Board members that she participated in an AOTA ad-hoc committee charged with exploring the acceptance of case management as a part of occupational therapy principles and procedures. She indicated that she was pleased with the AOTA position. A Board member shared that AOTA has a position paper on this subject. Ms. Hughes volunteered to spearhead this topic and obtain the AOTA position paper for Board review. A possible position statement from the Board could be discussed at the workshop.

4. Administrative Reports – FY'16 – Donna Ashman, Executive Director

a. Correspondence and Inquiries for Board review

Ms. Ashman shared an email inquiry asking if it is within the OT scope of practice to evaluate dysphasia. Discussion ensued. It was discussed that AOTA has a specialty certification for feeding, eating and swallowing. Ms. Ashman will draft a response for Ms. Adams' review and include the wording “with adequate training, an occupational therapist can evaluate and determine a treatment plan.”

Ms. Ashman shared another email inquiry regarding community home evaluation for adaptive equipment/environmental modification. This concerned a request from the Maryland Department of Disability Services for an individual to perform a home Evaluation. While home evaluations are within the scope of occupational therapy practice, it may be outside of the requestor's specific job description. This inquiry appears to be employment related and not a licensure issue. The requestor may want to consult their county or state resources to identify and individual who can conduct the home evaluation.

b Information Technology audit – update

Ms. Ashman reported that the IT audit has been completed but that a report of the audit has not yet been issued.

c. Legislative audit – update

Ms. Ashman reported that the Legislative audit has been completed but that a report of the audit has not yet been issued.

d. 2016 Renewals

Ms. Lane reported that 3,833 individuals renewed this year. This resulted in a 94% renewal rate. The Board members requested a breakdown of online and paper renewals as well as the percentage of NBCOT certified renewal applicants.

e. License 2000 database migration – update

Ms. Ashman reported that the migration from License 2000 to MyLicense is expected to be completed by October 2016.

Ms. Neville commented that the OT Board is much further along with online licensure and its automation initiative as compared to other boards.

**UNFINISHED BUSINESS**

1. OT Board Workshop, Thursday, 9/15/16 – Friday, 9/16/16

Ms. Ashman reported that the Board workshop will be held at the Mt. Washington Conference Center. She will have further details by the next Board meeting.

2. By-laws

Ms. Ashman placed a draft of the amended by-laws in dropbox. This draft reflects the changes discussed in the May meeting, amending Article IV, Section 6 and adding Section 7. Ms. Pierre suggested a revision to Article IV, Section 6 to add the words “with cause”. Ms. Hughes motioned that the Board adopt the changes as written, with Ms. Pierre’s modification. Ms. Banks seconded the motion. All were in favor.

**NEW BUSINESS**

1. License Ratification -

Ms. Brown motioned to ratify the 81 applicants. Ms. Pierre seconded. All were in favor. They are as follows:

**Pre reviewed applicants**

Whetstone, Maura	OCCUPATIONAL THERAPIST
Helfgott, Esther	OCCUPATIONAL THERAPIST
Knight, Jennifer	OCCUPATIONAL THERAPIST
Fernandez, Scott	OCCUPATIONAL THERAPIST
Muro, Catherine	OCCUPATIONAL THERAPIST
Bhatia, Manish	OCCUPATIONAL THERAPIST
Habteselasie, Tsehaye	OCCUPATIONAL THERAPIST
Baughman, Madison	OCCUPATIONAL THERAPIST
Pugh, Anne H.	OCCUPATIONAL THERAPIST
Ross, Erin K.	OCCUPATIONAL THERAPIST
Johnson, Khadijah	OCCUPATIONAL THERAPIST
Lavaddin, Rebecca	OCCUPATIONAL THERAPIST
Thames, Cierra	OCCUPATIONAL THERAPIST



Bowman, Jessica	OCCUPATIONAL THERAPY ASSISTANT	
Lewis-Rahhal, Carrie	OCCUPATIONAL THERAPY ASSISTANT	
Picerno, Timothy	OCCUPATIONAL THERAPY ASSISTANT	
Huebner, Katrina M.	OCCUPATIONAL THERAPY ASSISTANT	
Skaggs, Matthew	OCCUPATIONAL THERAPY ASSISTANT	
Goslin, Timothy	OCCUPATIONAL THERAPY ASSISTANT	
Houdek, Allison	OCCUPATIONAL THERAPY ASSISTANT	
Walls, Lindsey	OCCUPATIONAL THERAPY ASSISTANT	
Hartlove, Brittany L.	OCCUPATIONAL THERAPY ASSISTANT	
Layton, Haley M.	OCCUPATIONAL THERAPY ASSISTANT	
Boehme, Geoffrey C.	OCCUPATIONAL THERAPY ASSISTANT	
Coleman, Chelsea O.	OCCUPATIONAL THERAPY ASSISTANT	
Huston, Meagan N.	OCCUPATIONAL THERAPY ASSISTANT	
Neilsen, Sarah E.	OCCUPATIONAL THERAPY ASSISTANT	
Lang, Hannah S.	OCCUPATIONAL THERAPY ASSISTANT	
Smith, Jessica R.	OCCUPATIONAL THERAPY ASSISTANT	
Maher, Monique J.	OCCUPATIONAL THERAPY ASSISTANT	
<b>Pre reviewed OTAs</b>		<b>30</b>
Davis, Deborah	OCCUPATIONAL THERAPY ASSISTANT	
Fochtman, Christie	OCCUPATIONAL THERAPY ASSISTANT	
<b>Pre reviewed reinstated OTAs</b>		<b>2</b>
<b>Grand Total Pre reviewed licensees</b>		<b>80</b>

**Applicants awaiting Board review:**

Heisler, Jody	OCCUPATIONAL THERAPY ASSISTANT	
Galindo, Daniella	TEMPORARY OCCUPATIONAL THERAPY ASSISTANT	
Urie, Jeremy	OCCUPATIONAL THERAPIST	
<b>Total applicants Board reviewed</b>		<b>3</b>

**TOTAL NUMBER OF LICENSES RATIFIED:**

<b>OCCUPATIONAL THERAPISTS</b>	<b>49</b>
<b>OCCUPATIONAL THERAPY ASSISTANTS</b>	<b>33</b>
<b>GRAND TOTAL</b>	<b>82</b>

**2. Jurisprudence Exam Committee**

Ms. Banks and Ms. Pierre volunteered to work on the new jurisprudence exam. Ms. Lane will inform them of the questions most often missed on the current exam. In addition, Ms. Goetz will list the most frequently asked questions from telephone inquiries.

**3. Board members travel policy.**

The State allows one Board member to travel out of state per fiscal year. Ms. Ashman will draft a travel request procedure for Board members' requests for out of state travel.

**4. Cease and Desist Letters**

Ms. Lane shared the non-renewal, cease and desist letters which were used last year for those individuals who did not renew. Mr. DeFranco will send Ms. Lane the non-renewal letters being utilized by other boards. These letters should now be referred to as non-renewal letters.

The meeting was adjourned at 12:00 noon.

Respectfully submitted,

Jo-Ann Lane, Deputy Director