

AGENDA ITEM 5

REVIEW AND APPROVAL OF THE SEPTEMBER 17-18, 2015, BOARD MEETING MINUTES.

The meeting minutes are attached for review.



BOARD MEETING MINUTES
Thursday, September 17, 2015 and Friday, September 18, 2015

Board Member(s) Present

Denise Miller – President
Richard Bookwalter – Vice President
Laura Hayth
Nancy Michel
Beata Morcos

Board Staff Present

Heather Martin, Executive Officer
Jeff Hanson, AGPA
Jody Quesada, SSA
Norine Marks, Supervising Legal Counsel
Ileana Butu, Legal Counsel

Thursday, September 17, 2015

1. Call to order, roll call, establishment of a quorum.

The meeting was called to order at 9:37 a.m., roll was called, Jeff Ferro and Sharon Pavlovich were absent. A quorum was established.

2. President's remarks.

President Denise Miller thanked Board staff and SOLID staff for the successful Strategic Planning session. Ms. Miller stated that she presented at the Los Angeles Occupational Therapist Leadership Forum on the Board. Ms. Miller said the number one feedback received was that it was exciting to hear about the Board. Ms. Miller commented that she will also be presenting at the state conference in October.

3. Board member updates/activities.

Laura Hayth reported that she published her book titled "Integrating Spirituality and Occupational Therapy Treatment: A Practical Guide." Ms. Hayth described her book as a "hands on" approach that an occupational therapist or any health care provider can use to help their patient(s) get back to their spiritual roots.

Vice President Richard Bookwalter, reported that his territory at work had expanded.

Members Beata Morcos and Nancy Michel had nothing to report.

4. Public Comment session for items not on the agenda.

Sabrena McCarley, Chair of Advocacy and Government Affairs for the Occupational Therapy Association of California (OTAC) introduced herself.

Matt, from Center for Public Interest Law (CPIL), University of San Diego, introduced himself.

There was no further public comment.

5. Review and vote on approval of the June 3-4, 2015, Board meeting minutes.

- ❖ Nancy Michel moved to accept the minutes as presented.
- ❖ Laura Hayth seconded the motion.

Public Comment

There was no public comment.

Roll Call Vote

Denise Miller	Aye
Richard Bookwalter	Aye
Laura Hayth	Aye
Nancy Michel	Aye
Beata Morcos	Aye

6. Review and vote on approval of the June 25-26, 2015, Board meeting minutes.

- ❖ Laura Hayth moved to accept the minutes as presented.
- ❖ Richard Bookwalter seconded the motion.

Public Comment

There was no public comment.

Roll Call Vote

Denise Miller	Aye
Richard Bookwalter	Aye
Laura Hayth	Aye
Nancy Michel	Abstain
Beata Morcos	Aye

7. Update on ACOTE action on entry-level degree requirements for occupational therapists and occupational therapy assistants.

President Miller stated that the entry level degree has been an important discussion in recent months and that she felt it necessary to address this issue at the previous Board meeting because the Board would be going into their Strategic Planning session and could possibly have to regulate on this issue in the future.

Executive Officer Heather Martin, stated that the Accreditation Council for Occupational Therapy Education's (ACOTE's) position on this topic as of August 2015, is that both Masters' and Doctoral degrees will be acceptable methods used to enter the profession.

Vice President Richard Bookwalter asked for confirmation that the American Occupational Therapy Association's (AOTA's) position was still that the Doctoral degree be the only method of entry accepted; Ms. Martin confirmed that was her understanding.

Public Comment

There was no public comment.

8. Review and possible action on proposed Strategic Plan.

Nancy Michel commented that the document was very easy to understand and is great reference material.

The remaining Board Members agreed with Ms. Michels' assessment and commented that it was the best run Strategic Planning session they ever attended. The Board members asked Ms. Martin to pass on their feedback to the facilitators.

The Board members discussed minor grammatical, non-substantive changes to the Strategic Plan and directed the Executive Officer to implement the changes.

- ❖ Nancy Michel moved to approve the document with proposed edits and to allow the Executive Officer authority to make technical, non-substantive changes.
- ❖ Laura Hayth seconded the motion.

Public Comment

There was no public comment.

Roll Call Vote

Denise Miller	Aye
Richard Bookwalter	Aye
Laura Hayth	Aye
Nancy Michel	Aye
Beata Morcos	Aye

9. Consideration and possible action on developing procedure for handling Orders resulting from hearings on Petitions for Reinstatement, Petitions for Early Termination of Probation, and Petitions for Modification of Probationary Terms, written by an Administrative Law Judge (ALJ) that are not consistent with the Board's Decision.

Ms. Martin, suggested that a policy be drafted for instances where an Administrative Law Judge writes an order that is not consistent with the Board's decision.

Beata Morcos stated that in the event that errors are discovered by a Board member, said errors should be discussed amongst all the Board members, so as not to leave anyone in the dark as to what the concerns are.

The Board members reviewed and discussed the draft language presented in their materials. The Board members suggested that the order of a couple of paragraphs be changed, as well as clarification on certain items and adding a few minor grammatical changes to the draft.

- ❖ Richard Bookwalter moved to adopt the language as amended.
- ❖ Nancy Michel seconded the motion.

Public Comment

There was no public comment.

Roll Call Vote

Denise Miller	Aye
Richard Bookwalter	Aye
Laura Hayth	Aye
Nancy Michel	Aye
Beata Morcos	Aye

The Board members directed the Executive Officer to implement these changes and bring the completed document to the next Board meeting for their review.

10. Consideration and possible action on developing procedure for handling Orders resulting from a Statement of Issues hearing written by an ALJ that isn't consistent with the Board's Decision.

The Board members asked to revisit this topic at the November meeting and discuss the policy that Board members hear Statement of Issues cases involving unlicensed practice for one year or longer.

Public Comment

There was no public comment.

11. Consideration of using a proposed form during an Administrative Hearing heard by the Board, with an ALJ presiding, to ensure consistency in the Board's direction to the ALJ and the resulting Order.

The Board members commented that this checklist would be helpful and supported the implementation of the document.

Legal Counsel Ileana Butu asked that a reminder be added that the decision include the "standard of proof" used and indicate who had the burden. Board members also requested that a "notes" section be added to item 9, Continuing Education Requirements and to correct the revision date of the document.

The Board members decided that the Board's Secretary and Legal Counsel would compare their notes and checklists regarding the details of the Board's decisions and provide the Administrative Law Judge with this information to use when drafting the Board's decisions.

- ❖ Richard Bookwalter moved to adopt the language as amended and directed the Executive Officer to make any technical, non-substantive changes.
- ❖ Laura Hayth seconded the motion.

Public Comment

There was no public comment.

Roll Call Vote

Denise Miller	Aye
Richard Bookwalter	Aye
Laura Hayth	Aye
Nancy Michel	Aye
Beata Morcos	Aye

Administrative Hearing

1:00 PEREZ, THOMAS - Petition for Early Termination of Probation

CLOSED SESSION

The Board entered into closed session at 2:48 p.m.
Closed Session adjourned at 4:20 p.m.

RECONVENE IN OPEN SESSION

12. Meeting adjournment for the day.

The Board returned to open session for the purpose of adjourning the meeting for the day.
The meeting adjourned at 4:22 p.m.

Friday, September 18, 2015

9:00 am - Board Meeting

Board Member(s) Present

Denise Miller – President
Richard Bookwalter – Vice President
Laura Hayth
Nancy Michel
Beata Morcos

Board Staff Present

Heather Martin, Executive Officer
Jeff Hanson, AGPA
Jody Quesada, Staff Services Analyst
Ileana Butu, Legal Counsel

13. Call to order, roll call, establishment of a quorum.

The meeting was called to order at 9:07 a.m., roll was called, Jeff Ferro and Sharon Pavlovich were absent. A quorum was established.

14. Public Comment session for items not on the agenda.

There was no public comment.

15. Consideration and possible action of approving of proposed regulatory language to amend Title 16, CCR Section 4161, Continuing Competency and Section 4162, Completion and Reporting Requirements.

Executive Officer Heather Martin stated that this was the same language approved in June 2015, however Section 4162 (e), specifically line 2, where “immediately upon...” was requested to be added was not clear.

Board members agreed that “immediately upon...” should be replaced with:

“not more than 30 days of conclusion of the supervision period, using the Fieldwork Education PDU Attestation form (Form FEA New 9/2015) hereby incorporated by reference, and shall contain a statement under penalty of perjury regarding the truthfulness of the information contained therein.”

Vice President Richard Bookwalter, Chair of the AdHoc committee, added that the Committee would most likely support the timeframe of not more than 30 days of conclusion of the supervision period.

- ❖ Richard Bookwalter moved to approve the proposed regulatory action as amended and direct staff to notice the language for public comment without setting a hearing.
- ❖ Nancy Michel seconded the motion.

Public Comment

Sabrena McCarley, Chair of Advocacy and Government Affairs for OTAC, stated that immediately seemed fair because it could be completed at the “exit interview”. Ms. McCarley said that 30 days is more than generous.

Roll Call Vote

Denise Miller	Aye
Richard Bookwalter	Aye
Laura Hayth	Aye
Nancy Michel	Aye
Beata Morcos	Aye

16. Consideration and possible action of approving proposed regulatory language to amend Title 16, CCR Section 4163, Exemption from Continuing Competency Requirements.

Ms. Martin apprised the Board of the fact that Board staff is receiving more exemption requests. Ms. Martin presented proposed language that further details and clarifies the requirements to seek exemption.

Mr. Bookwalter spoke in support of the proposed text.

- ❖ Nancy Michel moved to approve the proposed regulatory action to Section 4163 as presented and direct staff to notice the language for public comment without setting a hearing.
- ❖ Richard Bookwalter seconded the motion.

Public Comment

Sabrena McCarley, Chair of Advocacy and Government Affairs for OTAC, stated that the language made sense.

Roll Call Vote

Denise Miller	Aye
Richard Bookwalter	Aye
Laura Hayth	Aye
Nancy Michel	Aye
Beata Morcos	Aye

17. Consideration and possible action of approving proposed regulatory language to add Title 16, CCR Section 4176, Notice to Consumer.

Legal Counsel, Ileana Butu, stated that all the proposed language included in this amendment is what the law states has to be in the regulatory language; there is nothing extra added and the proposed language has her legal approval.

Discussion ensued about the best way to satisfy the law and still make it convenient to the practitioner.

- ❖ Richard Bookwalter moved to approve the proposed regulatory action to Section 4176 as presented and direct staff to notice the language for public comment without setting a hearing.
- ❖ Nancy Michel seconded the motion.

Public Comment

Sabrena McCarley, Chair of Advocacy and Government Affairs for OTAC, asked for clarification regarding which part of 4176 (a), (b) and (c) exempted skilled nursing facilities and acute care hospitals.

Ms. Butu stated that they are exempt from 4176 (c)(1) and (c) (2).

Ms. Butu then suggested that the Board clarify the language of Section 4176 (d) to read as follows:

“The requirements set forth in CCR Section 4162 (c)(1) and (2) shall not apply to occupational therapists or occupational therapy assistants who work in the following types of facilities.”

Ms. McCarley asked for clarification as to what would be required pertaining to 4176(a) and providing notice. She asked if it would be similar to what the Physical Therapy Board implemented.

Ms. Butu said it would be similar and it is a requirement for all boards.

Mr. Bookwalter, withdrew his previous motion in light of the public comment discussion.

Mr. Bookwalter asked for clarification of Section 4176 (c)(1) line 7 and whether the license number is a requirement.

Ms. Butu said it was not a requirement. Thus, Mr. Bookwalter asked that line 7 read as follows:

“License type and”

- ❖ Laura Hayth moved to approve the proposed regulatory action as amended and direct staff to notice the language for public comment without setting a hearing.
- ❖ Nancy Michel seconded the motion.

Public Comment

There was no public comment.

Roll Call Vote

Denise Miller	Aye
Richard Bookwalter	Aye
Laura Hayth	Aye
Nancy Michel	Aye
Beata Morcos	Aye

18. Consideration and possible action of adopting proposed regulatory language to amend Title 16, CCR Section 4110, Application.

Ms. Martin gave an overview of the handouts regarding changes to the Board’s application and informed the Board that if they approved the proposed language now and directed Board staff to notice it, there would be additional mandatory changes to the application that will make the application legally compliant and would require additional Board approval and re-noticing of the language.

- ❖ Laura Hayth moved to adopt the proposed regulatory action to amend 4110 (a) and (b) as presented.
- ❖ Nancy Michel seconded the motion.

Public Comment

There was no public comment.

Roll Call Vote

Denise Miller	Aye
Richard Bookwalter	Aye
Laura Hayth	Aye
Nancy Michel	Aye
Beata Morcos	Aye

- ❖ Richard Bookwalter moved to delegate authority to the Executive Officer to work with legal counsel to revise the application, notice the language for 15 days and adopt the language absent any negative comment.
- ❖ Laura Hayth seconded the motion.

Public Comment

There was no public comment.

Roll Call Vote

Denise Miller	Aye
Richard Bookwalter	Aye
Laura Hayth	Aye
Nancy Michel	Aye
Beata Morcos	Aye

19. Consideration and possible action on legislative proposal amending the definition of “practice of occupational therapy” as set forth in BPC Section 2570.2.

Ms. Martin stated that she was asked at a previous meeting to bring this legislative proposal back to the Board for review. She provided a little background on the previously Board-approved legislative proposal to amend the definition of occupational therapy and add a variety of roles that licensees may assume in their profession.

Mr. Bookwalter expressed his concern regarding the removal of “referred” or “referral”.

President Denise Miller stated that the Board needed to remain mindful of this piece of legislation and the legislative timeline. Ms. Miller also encouraged the Board to be “bold and brave” in legislative pursuits.

Public Comment

Sabrena McCarley, Chair of Advocacy and Government Affairs for OTAC, stated that OTAC feels strongly that this language needs to be modified and that the Board has OTAC support. Ms. McCarley commented that the October OTAC conference would be an ideal time to get together and discuss.

President Miller stated that the Board has too much momentum going forward and too much at stake and thus, the Board would be better off collaborating with OTAC.

President Miller directed Executive Officer Heather Martin, to notice a Board meeting for October 24, 2015, to discuss the legislative proposal to seek input from OTAC and the profession.

20. Consideration and possible action on legislative proposal amending BPC section 2570.18 to establish standards on how licensees should represent themselves when they possess a doctoral degree.

Ms. Martin, briefed the Board on the proposed amendment provided in the meeting materials.

The Board directed Ms. Martin to make the following changes to BPC Section 2570.18:

- Remove “On or after January 1, 2003” from sub section (a), line 1.
- Replace “received” with “earned” in sub section (c), line 1.
- Replace “DPT” with “OTD” in sub section (c) (1), line 2.
- Add “ScD” to sub section (c) (1), line 2.

Vice President, Richard Bookwalter, spoke in favor of the proposed amendment.

Public Comment

There was no public comment.

- ❖ Richard Bookwalter moved to approve the proposed language with amendments.
- ❖ Nancy Michel seconded the motion.

Roll Call Vote

Denise Miller	Aye
Richard Bookwalter	Aye
Laura Hayth	Aye
Nancy Michel	Aye
Beata Morcos	Aye

21. Consideration and possible action regarding delivery method of meeting materials.

President Miller directed the Board members to individually contact Heather with their preference for the November Board meeting.

22. Enforcement data and reports for the quarter ending June 30, 2015.

Board staff member Jeff Hanson reviewed the supplied enforcement reports. Additionally, Mr. Hanson outlined the definition of California Penal Code 23 (PC23) process to the Board members.

The Board members directed Mr. Hanson to thank the enforcement staff for their continued hard work and effort.

23. Executive Officer's Report.

A. Operational Report

Ms. Martin reported that Board staff has two vacancies and plans to hold interviews for these positions in the near future.

B. Budget Update

Ms. Martin supplied the Board members with a month 13 report which shows annual expenditures and revenue collected for all things submitted after the fiscal year ended. Ms. Martin reported that she was able to revert 10% of the Board's budget.

C. BreZE Update

Ms. Martin reported that the eight week User Acceptance Testing (UAT) will begin September 23, 2015; two staff will be dedicated full time and a third staff member will contribute as needed. Ms. Martin stated that she increased the hours of part-time, permanent intermittent staff member and asked that the loaned call center employee increase her hours as well.

Ms. Martin stated that there will be mandatory overtime when BreZE goes 'live' in January to address the task of manually inputting all applications that are pending at that time; there should be slightly more than 300 pending applications then.

President Miller asked if the Board can request to have interns from schools come in to assist Board staff. Ms. Martin said she would check in to it.

D. Other Informational Items – No Board action

Ms. Martin reported that the Department had not yet made the Performance Measures available.

Ms. Martin presented a copy of language that the Board members recently approved regarding amending title 16 California Code of Regulations section 4172 (Telehealth), she informed them that the language will be noticed and be heard by the Board at their November meeting.

Ms. Martin reviewed the included handouts, including a policy paper by the International Journal of Telerehabilitation and telehealth language from several other states, including Alaska, Colorado, Illinois and Kentucky and Oregon. Ms. Martin requested that if the Board members reviewed the other states' language and wished to add or change anything, they should contact her by November 1, 2015, and she would make a note of it and bring that information to the November Board meeting.

Ms. Martin reviewed the handouts she provided regarding Assembly Bill (AB) 161, Athletic Trainers, at the request of the Board members. Ms. Martin was asked to bring back the latest information on the athletic trainer bill to the November meeting.

Public Comment

Sabrena McCarley, Chair of Advocacy and Government Affairs for OTAC, stated that OTAC is also watching the Athletic Trainers bill.

24. Selection of 2016 Board meeting dates.

President Miller directed all Board members to bring their availability calendars to the November meeting to discuss future meeting dates.

25. Proposed agenda Items for a future meeting.

- A. Election of Officers.
- B. Establish criteria to implement Business and Professions Code (BPC) Section 2570.32, regarding the Board's refusal to hear petitions for reinstatement.
- C. Establish records retention requirement for an occupational therapy business that closes or is sold or if the practitioner is no longer in private practice.
- D. Overview of administrative citation issuance process.
- E. Update on research OT educational programs providing superficial/mechanical modalities and deep thermal/electrotherapeutic modalities content in OT curriculum.
- F. Other future agenda items.

The Board members asked that the following items be added to the November meeting:

- Selection of meeting dates
- Status update on AB 161
- Final draft of the Board's application
- Revised Strategic Plan
- Performance Measures

President, Denise Miller, asked CPIL attendee Matt, to share his personal story with the Board.

Matt stated that he owed a huge debt of gratitude to the occupational therapy profession. He shared that he suffered a traumatic brain injury during his first year of law school and his lengthy recovery included occupational therapy treatment along with other therapies. Matt went on to say that he is a living testament to the positive work that occupational therapists do.

The Board thanked him for sharing his story.

26. Adjournment.

The meeting adjourned at 12:01 p.m.

AGENDA ITEM 6

REVIEW AND APPROVAL OF THE OCTOBER 24, 2015, BOARD MEETING MINUTES.

The meeting minutes are attached for review.



BOARD MEETING MINUTES

Saturday, October 24, 2015

Board Member(s) Present

Denise Miller – President
Richard Bookwalter – Vice President
Jeff Ferro
Laura Hayth
Beata Morcos

Board Staff Present

Heather Martin, Executive Officer
Jeff Hanson, AGPA
Ileana Butu, Legal Counsel

2:30 pm - Board Meeting

1. Call to order, roll call, establishment of a quorum.

The meeting was called to order at 2:35 p.m., roll was called; members Nancy Michel and Sharon Pavlovich were absent. A quorum was established.

2. President's remarks.

Board President, Denise Miller, OT/L, welcomed everyone and thanked them for their attendance.

3. Public Comment session for items not on the agenda.

Ada Boone Hoerl, OTA Program Director, Sacramento City College, commented that she still believes that continuing education should be required for a new graduate's first renewal, even if it's pro-rated or reduced; she feels strongly that new graduates should complete some hours.

4. Consideration and possible action on legislative proposal amending the definition of "practice of occupational therapy" as set forth in BPC Section 2570.2.

Richard Bookwalter commented that the current proposed amendment is several years old and proposed by previous board.

President Miller invited public comment.

Public Comment

Pat Nagaishi, OTR/L, President of the Occupational Therapy Association of California (OTAC), stated that it is important for the definition to reflect the role and scope of

occupational therapy (OT). Ms. Nagaishi provided the Board with information, including a document entitled 'Conceptual Changes Needed' which provides OTAC's recommendations regarding the scope of practice.

The recommendations included, among other things, to add references to rehabilitation, habilitation, and behavioral health and update the reference to orthotics. Ms. Nagaishi also commented that she supports the elimination of post professional education for advanced practice approval if the applicant demonstrates that they have met the requirements in their program.

Former Board President Mary Evert, OTR/L, provided the context of past recommended edits to the statutory definition of occupational therapy.

Bryant Edwards, OTR/L, pointed out that speech-language skills and gait training are currently excluded from the definition.

Tracey Airth-Edblom, OTR/L, CHT, expressed concern that orthotics are allowed only if they are 'selective temporary' and believes that is too limiting.

Ms. Nagaishi said that there is scope of practice overlap and it is important to highlight the value of OT. She pointed out that other healthcare providers (eg. ABA, MTs, RTs and ATs) are using similar therapies and it's important to capture distinct value of occupational therapy.

Christine Wietlisbach, OTR/L, former OT Board member and current BBS Board member, stated that the Board of Behavioral Sciences (BBS) considered not listing applied behavior analysis when discussing legislative amendments.

Sarah Bream, OTR/L, faculty at University of Southern California, stated that OTs don't diagnose mental health issues but they do address mental health within the context of function.

Ms. Evert stated that American Red Cross doesn't include OTs as first responders due to no "mental health" designation.

Board member Jeff Ferro commented that he felt it important to be thoughtful about the approach before pursuing amendments to legislation.

The Board discussed creating an ad hoc committee, based on Denise Miller's recommendation, to vet the proposed legislative amendment.

Donna Breger-Stanton, OTR/L, Fieldwork Coordinator at Samuel Merritt University, stated that psycho-social is not specifically mentioned in the practice act.

A member of the public commented that the Board should consider the educator perspective, including helping to define opportunities for students to address the psycho-social aspect.

- ❖ Jeff Ferro moved to have an Ad Hoc committee review BPC Section 2570.2 and bring their findings to the Board's first meeting next spring.
- ❖ Richard Bookwalter seconded the motion.

Public Comment

There was no public comment.

Roll Call Vote

Denise Miller	Aye
Richard Bookwalter	Aye
Jeff Ferro	Aye
Laura Hayth	Aye
Beata Morcos	Aye

The motion passed.

After soliciting volunteers and further discussion by the Board, it was decided the Ad Hoc committee would be made up of Board Members Jeff Ferro and Richard Bookwalter, Tracey Airth-Edblom, Bryant Edwards, Donna Breger-Stanton, Ada Boone Hoerl and Sarah Bream.

- ❖ Richard Bookwalter moved to have the Ad Hoc committee be comprised of the volunteers listed above.
- ❖ Jeff Ferro seconded the motion.

Public Comment

There was no public comment.

Roll Call Vote

Denise Miller	Aye
Richard Bookwalter	Aye
Jeff Ferro	Aye
Laura Hayth	Aye
Beata Morcos	Aye

The motion passed.

5. Adjournment.

The Board meeting adjourned at 4:15 p.m.

AGENDA ITEM 7

REVIEW AND ACCEPTANCE OF THE MARCH 23, 2015, AD HOC COMMITTEE MEETING MINUTES.

The meeting minutes are attached for review.



AD HOC COMMITTEE MEETING MINUTES

Tuesday, March 3, 2015

Committee Members Present

Richard Bookwalter, Board Member & Chair
Sharon Pavlovich, Board Member
Joyce Fries

Board Staff Present

Heather Martin
Jeff Hanson

Public Attendee

Judy Palladino
Yeaphana LaMarr, DCA

1. **Call to order and roll call.**

At 3:13 p.m. contact was established between all teleconference locations.

2. **Discussion and consideration of request from California Fieldwork Council to increase the number of PDUs earned for supervising students completing their Level II Fieldwork.**

Heather Martin opened with a brief overview describing the events and circumstances which brought the committee together. At the Board's November 13, 2014, meeting in San Diego, the Board formed this committee to further discuss and develop regulatory language to increase professional development units for therapists that supervise students completing Level II Fieldwork assignment. This matter was initiated as a result of a written request from the California OT Fieldwork Council (Council) dated August 7, 2014.

Richard Bookwalter, Committee Chair, referenced a chart that he prepared which identified and compared credit that other states allow for supervising OT and OTA fieldwork. A majority of states allow credit for supervising Level II OT/OTA fieldwork. Some even allow credit for supervising Level I fieldwork. The total number of continuing education units required in other states varied, as did maximum limits that other state licensees allow toward their continuing education requirements for supervising OT/OTA fieldwork.

Discussion ensued amongst the committee regarding the appropriateness of allowing professional development credit for this activity when essentially it could be construed as a licensee simply performing their job duties. Joyce Fries and Judy Palladino offered that in most cases therapists do not receive extra compensation from their employer for supervising OT/OTA students. The underlying problem that the California Fieldwork Council is attempting to address is decreasing accessibility to therapists that are willing to supervise OT students and the current trend is not sustainable. By increasing credit for this activity it is hoped that it will become more attractive for therapists to train OT/OTA students. Ultimately students would benefit as

an increase in clinical instructors would provide more training opportunities and promote diversification in various practice settings that occupational therapy practitioners deliver services.

Sharon Pavlovich indicated she saw a benefit in the Council's proposal. The proposal ultimately promotes and translates to better services being provided to California consumers.

Discussion also delved into situations where multiple therapists provided or teamed to provide fieldwork training to an OT or OTA student and what type of documentation Board staff might rely on when conducting continuing education audits.

There was a consensus amongst the committee members to recommend to the Board the following:

- Use the National Board for Certification in Occupational Therapy (NBCOT) standards as a guide to assist in developing language to increase continuing education credit for supervising an OT student.
- Increase the credit for supervising Level II fieldwork pursuant to the California Fieldwork Counsel's request from .5 PDU for 60 hours of supervision to 1 PDU for one week or 40 hours of supervision.
- Allow credit for supervising Level I fieldwork students.
- Apply the cap of 12 PDUs for continuing education activities that fall under California Code of Regulations Section 4161(c) that is pending regulatory approval with the Office of Administrative Law. Thus assuming the pending regulations will be approved, a licensee would only be able to apply 12 PDUs of activities identified in Section 4161(c), which includes and is not limited to supervising OT fieldwork students, toward the overall continuing competency requirement of 24 PDUs.
- Incorporate language that would identify the type(s) of evidence or documentation a licensee would need to provide if they were audited for continuing education compliance when they have supervised an OT/OTA student (e.g. signed fieldwork evaluation forms, letter from the college or university fieldwork coordinator, etc.)

3. Public Comment session for items not on the agenda.

There was no public comment provided pertaining to items not on the agenda.

4. Adjournment.

At 4:18 the meeting adjourned.

AGENDA ITEM 8

REVIEW AND ACCEPTANCE OF THE APRIL 22, 2015, AD HOC COMMITTEE MEETING MINUTES.

The meeting minutes are attached for review.



AD HOC COMMITTEE MEETING MINUTES

Wednesday, April 22, 2015

Committee Members Present

Richard Bookwalter, Board Member & Chair

Sharon Pavlovich, Board Member

Joyce Fries

Board Staff Present

Jeff Hanson

Public Attendees

Judy Palladino

Arameh Anvarizadeh

Karen Park

1. Call to order and roll call.

Due to a staff member's error in a communication to the Committee Members earlier in the day, the meeting inadvertently commenced at 2:30 p.m., earlier than the noticed time. At 3:00 Board staff joined the meeting.

2. Discussion and consideration of request from California Fieldwork Council to increase the number of PDUs earned for supervising students completing their Level II Fieldwork. (R. Bookwalter)

Background: At the California Board of Occupational Therapy (Board) meeting on March 6, 2015, Richard Bookwalter and Sharon Pavlovich reported on the Committee's recommendation to:

- *Increase professional development units (PDU) earned for supervising Level II students*
- *Establish credit for supervising Level I students*
- *Apply/maintain a cap of 12 PDU for these activities (consistent a prior regulatory action that is pending final approval with the Office of Administrative Law).*
- *Use the National Board for Certification in Occupational Therapy (NBCOT) standards as a guide.*

After hearing the recommendation the Board asked the Committee to develop a verification form that could be used for continuing competence audit purposes and to further vet issues regarding co-supervision.

Discussion ensued on developing a verification form. NBCOT requires a verification letter or certificate from the school that includes the dates of supervision, the fieldwork

level, and other relevant information. Concern was expressed by some meeting attendees regarding the potential of completing additional and somewhat duplicative documentation for California auditing purposes.

Discussion ensued on situations where a student's Level II fieldwork is supervised by multiple supervisors. There were differences in the way meeting participants interpreted the National Board for Certification in Occupational Therapy's (NBCOT) instruction for applying professional development units in situations where co-supervision occurred.

Committee members agreed that instead of using language that would establish a practitioner would receive 1 PDU for per week of supervision it should be further defined as 1 PDU for 40 hours of supervision.

Richard Bookwalter indicated he would draft an attestation form to present to the Board.

3. Public Comment session for items not on the agenda.

There was no public comment for items not on the agenda.

4. Adjournment.

At 3:50 the meeting adjourned.