

C Plan

TABLE OF CONTENTS

Introduction	2
Vision	2
Mission	2
Core Values	2
Strategic Goals	3
Strategic Objectives	4

CALIFORNIA BOARD OF OCCUPATIONAL THERAPY

S T R A T E G I C P L A N 2007

I N T R O D U C T I O N

The California Board of Occupational Therapy (Board), established on January 1, 2001 (Senate Bill 1046, Chapter 697, Statutes of 2000), protects the health, safety, and welfare of California consumers by regulating the practice of occupational therapists and occupational therapy assistants. Board members meet four – six times annually to set policy, develop legislation and regulations that identify education, experience and examination requirements for licensure or certification, and establish and enforce professional standards of practice.

As of September 1, 2007, 9,588 occupational therapists and 1,688 occupational therapy assistants have been licensed or certified in California.

V I S I O N

The California Board of Occupational Therapy is recognized as the model organization for all occupational therapy state regulatory boards, ensuring consumer protection and quality occupational therapy services.

M I S S I O N

The mission of California Board of Occupational Therapy is to regulate the practice of occupational therapy.

C O R E V A L U E S

The California Board of Occupational Therapy will strive for the highest possible quality throughout all of its programs making it an outstanding regulatory organization by:

- A. Providing excellent customer service to consumers, practitioners, employers and other stakeholders;
- B. Upholding ethical standards of practice and applying the law fairly and consistently;
- C. Supporting and recognizing the diverse practice settings and roles of occupational therapy practitioners;
- D. Providing opportunities for active participation to all stakeholders; and
- E. Ensuring a high level of effectiveness and efficiency by Board members and staff.

STRATEGIC GOALS

The following strategic goals were identified:

- Goal 1: Provide an effective means for resolving consumer complaints by enforcing the laws and regulations governing occupational therapy.
- Goal 2: Inform the public and other entities about the profession and practice standards.
- Goal 3: Ensure adequate consumer access to occupational therapy services.
- Goal 4: Monitor evolving trends and modify statutes and regulations to ensure consistency with current and future practice trends and standards.
- Goal 5: Communicate with, educate and inform licensees of current statutes, regulatory changes, and practice trends and standards.
- Goal 6: Ensure that those seeking licensure meet minimum standards of competency through education, fieldwork, and examination.
- Goal 7: Streamline Board operations to ensure efficiency and effectiveness.

STRATEGIC OBJECTIVES

Goal 1: Enforce the laws and regulations governing occupational therapy and provide an effective means for resolving consumer complaints.

OBJECTIVE	LEAD RESPONSIBILITY	TARGET DATE
1.1 Review the continuing competency requirements to determine relevance and need for altered enforcement procedures.		
1.1.A Audit of continuing competency submissions		
1.1.B Provide quarterly report of trends and recommendations to the Board.		
1.2 Review the Advanced Practice regulations to determine relevance and need for altered enforcement procedures.		
1.3 Review the regulations regarding the supervision parameters to ensure congruency with established best practices.		
1.4 Review the laws and regulations for licensing requirements to ensure consistency with practice competencies defined by ACOTE, NBCOT, and others.		
1.5 Establish expert witness/expert reviewer program to review enforcement cases and Advanced Practice applications		
1.6 Develop and maintain complaint process to ensure effectiveness and timeliness of response and resolution.		
1.6.A Acknowledge complaints in writing within 10 days of receipt.		
1.6.B Advise complainants in writing of complaint status and closure in a timely manner.		
1.6.C Annually evaluate the ease and use of complaint process.		
1.7 Ensure the enforcement program is adequately staffed to perform its duties in a timely manner.		
1.8 Ensure the enforcement program is sufficiently funded to ensure consumer protection with prompt actions.		

Goal 2: Inform the public and other entities about the profession and practice standards.

OBJECTIVE	LEAD RESPONSIBILITY	TARGET DATE
2.1 Increase education and outreach efforts to consumers regarding laws and regulations affecting occupational therapy		
2.1.A Develop and make available consumer-related informational brochures (i.e. ‘ <i>What is OT?</i> ’ and ‘ <i>The Complaint Process.</i> ’)		
2.1.B Participate in at least four community programs and public events annually to educate the public about occupational therapy.		
2.2 Enhance professional relationships with various associates as they relate to practice and regulatory issues, including: American Occupational Therapy Association (AOTA); Occupational Therapy Association of California (OTAC); National Board for Certification in Occupational Therapy (NBCOT); and Accreditation Council for Occupational Therapy Education (ACOTE)		
2.3 Actively collaborate with other health care professionals (i.e. physical therapists, speech-language pathologists and audiologists, nurses, physicians, social workers and other mental-health practitioners, etc.) to ensure that those professions and the public are informed about OT and that the occupational therapy regulations and enforcement procedures are applicable, adequate and relevant.		
2.4 Actively collaborate with the Department of Public Health, Department of Health Care Services, the Department of Mental Health, the Department of Veteran’s Affairs, the Department of Correction and Rehabilitation, and other governmental entities, to ensure they are adequately informed about OT and that their respective laws and regulations are updated appropriately.		
2.5 Hold public Board and Committee meetings that are accessible and informative.		
2.6 Maintain an informative and educational website that benefits all stakeholders.	Board staff	

Goal 3: Ensure adequate consumer access to occupational therapy services.

OBJECTIVE	LEAD RESPONSIBILITY	TARGET DATE
3.1 Identify and analyze workforce trends and report back to Board.		
3.2 Ensure compliance with current regulations.		
3.3 Evaluate current laws and regulations to ensure consistency and identify and reduce barriers to occupational therapy roles in disaster preparedness and response		
3.4 Review access to education programs and training and determine how to reduce barriers to participation.		
3.5 Identify other requirements, regulations, and work conditions that negatively impact OT practice, education or research.		

Goal 4: Monitor evolving trends and modify statutes and regulations consistent with current and future practice trends and standards.

OBJECTIVE	LEAD RESPONSIBILITY	TARGET DATE
4.1 Identify and track changes in trends in areas of OT practice, education and research, and respond accordingly.		
4.2 Review and modify regulations to reflect what is identified under 4.1.		
4.3 Establish ad hoc committees to review current regulatory requirements and report back under item 4.2.		
4.4 Annually review and develop continuing competency regulations according to trends and best practices.		
4.5 Establish a committee to review current regulatory requirements and report back to the Board.		

4.6 Review Accreditation Council for Occupational Therapy Education (ACOTE) standards (Effective January 1, 2008) and determine the impact on Advanced Practice approval requirements.		
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Goal 5: Communicate with, educate and inform licensees of current statutes, regulatory changes, and practice trends and standards.

OBJECTIVE	LEAD RESPONSIBILITY	TARGET DATE
5.1 Educate practitioners of laws and regulations impacting OT scope of practice.		
5.1.A Provide licensees laws and regulations booklet.		
5.1.B Prepare Newsletter and send to licensees on quarterly basis.		
5.2 Educate practitioners of what constitutes illegal practice.		
5.3 Provide education and outreach to inform practitioners what constitutes impaired practice.		
5.4 Develop and conduct workshops on the advanced practice application process and continuing competency supervision requirements.		
5.5 Inform practitioners of complaint process.		
5.6 Develop ways to encourage practitioners to attend Board meetings.		

Goal 6: Ensure that those seeking licensure meet minimum standards of competency through education, fieldwork, and examination.

OBJECTIVE	LEAD RESPONSIBILITY	TARGET DATE
6.1 Ensure the examinations are legally defensible and appropriate within California.		
6.2 Review OT/OTA practice analysis by NBCOT and utilize outcomes in decision-making.		
6.3 Closely monitor the education review process (by ACOTE) and report to the Board annually.		

Goal 7: Streamline Board operations to ensure efficiency and effectiveness.

OBJECTIVE	LEAD RESPONSIBILITY	TARGET DATE
7.1 Develop and maintain policies and procedures to ensure consistent and standardized operations of staff and Board, including:		
7.1.A Processing of cashiering functions.		
7.1.B Processing of initial applications and limited permits.		
7.1.C Processing of renewals.		
7.1.D Processing of complaints.		
7.1.E Processing of citations.		
7.2 Develop performance measurements for all areas of operations, including:		
7.2.A Cashiering.		
7.2.B Processing of initial applications.		
7.2.C Processing of renewals.		
7.2.D Processing of complaints.		
7.2.E Processing of citations.		
7.3 Determine categories of routine data collection for sunset review and other annual reports.		
7.4 Annually evaluate website to determine effectiveness.		
7.5 Explore and develop methods to evaluate Board and individual members' performance in carrying out responsibilities and strategic plan.		
7.6 Annual review and evaluate Executive Officer's performance.		