

NORTH CAROLINA BOARD OF OCCUPATIONAL THERAPY
July 15, 2013
MINUTES

REGULAR SESSION

Time and Place

The North Carolina Board of Occupational Therapy met in Regular Session in the offices of the Board July 15, 2013 at 9:00 a.m.

Members Present

Melanee Mills, Christine Gunnigle, Russ Stephenson, Bill Walsh, Ron Taylor, Dr. Stephen Lang and Denise Donica.

Others Present

Charles P. Wilkins, Legal Counsel to the Board, Elizabeth Welden, Board Administrator, and Lynne Daubert, Assistant Board Administrator.

Members Absent

None

Chairperson

Ms. Gunnigle, Chair, called the meeting to order at 9:00 a.m.

Conflict of Interest

Ms. Gunnigle called for any conflicts of interest with the meeting agenda. There were no conflicts or potential conflicts.

Approval of Minutes

The May 13, 2013 minutes were approved as submitted. Ms. Donica clarified she attended the NCOTA conference in Greenville, NC but did not present any information on behalf of the Board.

Notability App

Mr. Walsh requested a function to add notes to the PDF of the meeting package. Ms. Donica will forward the IPAD application for "Notability" to the Board.

Approval of Treasurer's Report

The treasurer's report for July 1, 2012 through June 30, 2013 was discussed and approved as submitted.

Administrator's Report

The administrator's report was reviewed.

Budget for Fiscal Year 2013-2014

The Board reviewed the proposed budget for July 1, 2013 through June 30, 2014, Fiscal Year 2013-2014. Mr. Stephenson discussed the proposed budget in detail and the budget was approved.

Legal Services Committee

Mr. Stephenson reported that the Committee was reviewing a bill from Broughton Wilkins Sugg & Thompson, PLLC for the months of May and June 2013 for twelve (12) disciplinary proceedings. Approval was postponed for further review.

OLD BUSINESS

The Board reviewed correspondence and general information received following the last Board meeting.

Board Member Orientation

Ms. Gunnigle expressed appreciation to Mr. Taylor for the thorough "New Member Orientation" process document. The following changes were requested and approved: (1) change title from New Member to New Board Member and (2) add parking information. Mr. Walsh requested that Term dates be added to the top of the Professional Development Form.

Minutes and TO DO Lists

Mr. Wilkins reported on the status of the May 13, 2013 TO DO LIST and the progress of designated tasks.

Strategic Planning Retreat

The date for the retreat is tentatively set for June 6-8, 2014. Mr. Wilkins reported that he will contact Rizzo Center for availability and will seek to

confirm a fee for Dale Atkinson to be the facilitator. Mr. Walsh suggested offering the same facilitator fee as the last retreat.

Jurisprudence Exam

Mr. Walsh reported he had reviewed the 89 questions for the Jurisprudence Exam and did not have any problems with the questions or answers. He reported there are two questions with the same number. Mr. Wilkins suggested that some questions be added to the question databank.

Frequently Asked Questions

Ms. Gunnigle reported that the corrections to the FAQ's pages included a couple typographical errors and adding two hyperlinks.

Documentation of Supervision

Mr. Wilkins reported that an attestation statement has been given to IT for inclusion in the online supervision form. The licensee has to "check" a box attesting that the information is correct and meets the signing and notification requirements of Rule .0901 before they can enter information. Mr. Wilkins will provide the Board with the attestation statement when finalized.

Telehealth

The Board reviewed an inquiry asking whether an OT may provide OT services through "telehealth" pursuant to their OT license. Ms. Donica provided the AOTA's position paper regarding telehealth that defined telehealth. Consensus was that "telehealth" is a method of providing OT services to underserved areas. The Board agreed with the definition of "telehealth" set forth in AOTA's position paper on the subject.

The Board further agreed an OT who provides OT services by "telehealth" must be licensed in the state where OT services are being rendered to the client; ie, in the state where the client is located and receiving the services.

The Board reviewed the Practice Act and Rules and agreed "telehealth" is not prohibited so long as the OT complies with the NCBOT Practice Act and Rules, federal laws, as well as the laws of other states. Mr. Wilkins is to respond to the inquirer.

The Board agreed to consider this topic on its retreat agenda, if necessary.

NC Legislature

Mr. Wilkins reported that a legislative bill to study bringing professional licensing boards under an “umbrella” will most likely pass. Mr. Wilkins will let the Board know if the bill passes.

CAC Annual Meeting

Mr. Stephenson will attend the CAC annual conference.

NCOTA Conference

Ms. Donica advised the Board she will attend the fall conference October 19-20, 2013 in Raleigh, North Carolina. She will present information for the Board at this meeting. Ms. Donica requested input on items to present. Ms. Welden will add the NCOTA PowerPoint document to Dropbox in reference to this conference. Ms. Donica will confirm conference dates and when she will present.

Board Member Purchase I-Pad Upon Completion of Term

Mr. Wilkins reported the Board’s CPAs suggested using a five-year depreciation scale for a Board member to purchase an iPad at the end of their term. Mr. Wilkins will research whether there is loss and/or accident damage coverage for the iPads.

School Curricula Directors

Ms. Donica reported she sent the initial licensing information document she developed, “What OT Students Need to Know ...”, to program directors. The Board agreed to include a student category on the web site which will include Ms Donica’s document.

NEW BUSINESS

The Board reviewed correspondence and general information received following the last Board meeting as set forth in the agenda.

Online Renewals

Ms. Welden reported online renewals increased from last year with approximately 500 paper renewals. A few late renewals are being processed. For the first time, Corporation renewals were available online.

NCOTA Nominee for NCBOT

The announcement for nominees for an OT and School Based Board positions was posted on the Board's website.

Closed Session

Upon motion duly made, seconded and passed, and pursuant to NCGS 143-318.11(a)(1) and (6) as well as NCGS 143-318.18(6), the Board went into Closed Session at 11:10 a.m.

Closed Session Report

Mr. Wilkins reported the Board in Closed Session dismissed two complaints due to insufficient evidence; one case is pending in a North Carolina criminal court; and two consent orders were accepted, finalized and closed.

Return to Open Session

The Board returned to Open Session at 11:25 a.m.

Legal Services Committee

Following further review, the bill for additional legal services for May and June 2013 was approved.

Adjournment

The Open Session adjourned at 11:35 p.m.

Next Meeting

The next Regular Session meeting will be held at the office of the Board on September 16, 2013 at 9:00 a.m.

Christine Gunnigle, Chair

Russ Stephenson, Secretary/Treasurer