

NORTH CAROLINA BOARD OF OCCUPATIONAL THERAPY
November 11, 2013
MINUTES

REGULAR SESSION

Time and Place

The North Carolina Board of Occupational Therapy met in Regular Session in the offices of the Board November 11, 2013 at 9:00 a.m.

Members Present

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

Others Present

Charles P. Wilkins, Legal Counsel to the Board, Elizabeth Kirk, Board Administrator, and Heide Dorfman, NCOTA liaison.

Members Absent

None

Chairperson

Mr. Walsh, Chair, called the meeting to order at 9:00 a.m.

Conflict of Interest

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

Approval of Minutes

The September 16, 2013 minutes were approved as submitted.

Approval of Treasurer's Report

The treasurer's report for September 1, 2013 through October 31, 2013 was discussed and approved as submitted.

2012-2013 Financial Audit

Mr. Stephenson reviewed the report from the Board's auditors for the July 1, 2012 through June 30, 2013 fiscal year and responded to questions from Board members.

Administrator's Report

The administrator's report was reviewed.

Legal Services Committee

Mr. Stephenson reported that the Committee reviewed a bill from Broughton Wilkins Sugg & Thompson, PLLC for the months of September and October 2013 for eighteen (18) disciplinary proceedings and was of the opinion the bill was in order. The Board authorized the bill to be paid.

OLD BUSINESS

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

Minutes and TO DO Lists

Mr. Wilkins suggested adding the To-Do List from previous Board meetings as the first agenda item for Old Business.

Strategic Planning Retreat

The agreed upon date for the retreat has been set for June 6-8, 2014. Mr. Wilkins reported Rizzo Center is available at this time and Dale Atkinson is available to be the facilitator. The Board needs to decide which days Mr. Atkinson needs to be at the Retreat and confirm his fees. The Board needs to clarify the days for the retreat. Discussions included arriving Friday and working Saturday with no Sunday meeting as well as including a Sunday meeting day. The Board agreed to add an agenda item list to Dropbox for review of topics to be discussed at the retreat.

Documentation of Supervision

Mr. Wilkins provided the Board with a redrafted attestation statement. The Board agreed to modify the statement and add a date box for the licensee to check when adding or changing the information. Mr. Wilkins will provide the Board with a redrafted attestation statement and provide the updates to IT to finalize.

Pending Rules .0301 and .0802

Mr. Wilkins reported that pending rules .0301 and .0802 have been submitted to the Rules Review Commission for approval.

NC Legislature

Mr. Wilkins reported that HB 74 that provides for a study regarding having licensing boards under an “umbrella” and a “sunset provision” passed the legislature. The study is in progress and the Board’s rules will be required to be reviewed by the Rules Review Commission.

CAC Annual Meeting

Ms. Mills reported on her attendance at the CAC conference October 29-30, 2013 in Seattle, Washington.

NCOTA Conference

Ms. Donica and Mr. Taylor reported on their attendance at the fall NCOTA conference October 19-20, 2013 in Raleigh, North Carolina. Ms. Donica and Mr. Taylor presented at the conference. A written report of the conference will be placed on Dropbox.

NBCOT Conference

Ms. Donica reported on her attendance at the NBCOT regulatory meeting November 8-9, 2013 in Cincinnati, Ohio.

NEW BUSINESS

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

2014 Board Meeting Dates

The Board discussed and approved 2014 Board meeting dates.

Mailing List Request on Website

The Board reviewed the online mailing list request form which will be available on the Board’s website. This format will be used for an online request of a license verification, application and duplicate wallet card/certificate.

CCA Relevance Added to Online Renewal Process

The Board reviewed the updates to the continuing competence activity page of the online renewal process for licensees to document completion of their CCA online and justify why the continuing education courses will benefit them in their OT practice and improve their continued competence as an OT practitioner.

Board Member Purchase I-Pad Upon Completion of Term

Mr. Wilkins drafted a policy for loss and/or accident damage to IPADs stating that returning the damaged IPAD or documentation of loss will be needed from the member. Replacement costs will be covered by the Board as part of normal business expenses.

Individualized Education Plan

The Board reviewed Mr. Wilkins email regarding use of Individualized Education Plans and agreed with Mr. Wilkins response to the inquiry that the OT is required to review each goal established in the IEP to determine the appropriateness of the OTA providing any OT services related to any OT established goal. OTAs have varied experience, training, expertise and competencies that are required to be considered by the OT when determining what OT services are appropriate for the OTA to provide. There is no direct "yes" or "no" answer to your question. The answer depends on the experience, training, expertise and established competency of the OTA, the complexity of the OT services to be provided, and the availability of supervision of the OTA by the OT.

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 1:30 p.m.

Closed Session Report

Mr. Wilkins reported that the Board in Closed Session was advised that he is investigating four pending complaints and six new complaints. The Board received notification from one disciplinary matter that the criminal case was dismissed. Three complaints were dismissed.

Adjournment

The Open Session adjourned at 2:15 p.m.

Next Meeting

The next Regular Session meeting will be held at the office of the Board on January 20, 2014 at 9:00 a.m.

Bill Walsh, Chair

Russ Stephenson, Secretary/Treasurer