

**NORTH CAROLINA BOARD OF OCCUPATIONAL THERAPY
JULY 21, 2025
MINUTES**

REGULAR SESSION

Time and Place

The North Carolina Board of Occupational Therapy met in Regular Session in the offices of the Board on July 21, 2025, at 9:00 a.m.

Members Present

Nicole Blackwell, Laura Echols, Sarah Rahman, Young Kim, Brad Myers and Danielle Ward.

Others Present

Charles P. Wilkins, Legal Counsel to the Board and Elizabeth Kirk, Board Administrator.

Members Absent

Dr. Kevin Coates.

Chairperson

Ms. Blackwell, Chair, called the meeting to order at 9:10 a.m.

Conflict of Interest

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

Approval of Minutes

The May 19, 2025, minutes were approved.

Approval of Treasurer's Report

The treasurer's report for May 1, 2025, through June 30, 2025, was discussed and approved as submitted.

Approval of 2025-2026 Budget

The 2025-2026 Budget was discussed and approved as submitted.

Administrator's Report

The administrator's report was reviewed and approved as submitted.

Legal Services Committee

Mr. Kim reported the Committee reviewed a bill from Broughton Wilkins Sugg & Thompson, PLLC for the months of May and June 2025 for fourteen (14) disciplinary proceedings. The total hours worked was 15.40 and the total fees were \$3,850. The Board closed two disciplinary files following the May 2025 Board meeting and currently has 18 disciplinary files pending. Upon motion made and seconded, the bill was approved for payment.

OLD BUSINESS

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

NC Legislature

Mr. Wilkins reported on bills pending in the North Carolina General Assembly.

CLEAR

a. 2025 Meetings

Board members were advised the 2025 Annual Meeting is in Chicago, Illinois on September 15-18, 2024. Ms. Ward may attend.

Board members were also advised that the 2025 International Congress is meeting in Wellington, New Zealand on December 3-5, 2025.

b. June 2025 CLEAR Update

Board members reviewed an email dated June 24, 2025, regarding the June 2025 CLEAR updates.

AOTA 2026 Annual Conference & Expo

Board members were advised the 2026 Annual Conference & Expo is meeting in Anaheim, California on April 23-25, 2026.

NBCOT State Regulatory Forum

Board members were advised the NBCOT State Regulatory Forum will be held virtually on September 9-10, 2025.

NCOTA 2025 Fall Conference

Board members were advised the NCOTA 2025 Fall Conference will be held in Charlotte on October 24-25, 2025. The Board discussed their presentation and including an update on the OT compact.

FARB

a. 2025 Annual Meeting

Board members were advised the Annual Meeting is in Denver, Colorado on July 23-26, 2025.

b. Membership renewal notice

Board members reviewed the 2025-2026 membership notice and agreed to renew its membership.

OT Compact Updates

Ms. Ward provided an update on the progress of the OT compact. Board staff contacted the NC SBI regarding the background check process and informed the Board a response should be reviewed within the next few months. Board staff will also meet with IT to get feedback on how this process can be implemented with the current database system and informed the Board that the rule-making process will need to begin in order to implement a fee or background check.

Response to Lisa Griffith regarding CCAs

Board members reviewed an email dated May 19, 2025, from Ms. Kirk to Ms. Griffith regarding allowing her to renew in 2025 without the required CCAs and add the CCAs to her 2026 renewal requirements.

Response to Catherine Moore regarding request for data

Board members reviewed an email dated July 14, 2025, from Ms. Kirk to Ms. Moore regarding a request for data.

Response to Morgan McCall-Evans regarding wound care

Board members reviewed an email dated May 19, 2025, from Ms. Kirk to Ms. McCall-Evans regarding wound care.

NEW BUSINESS

Email from Catherine Moore regarding request for data

Board members reviewed an email dated June 2, 2025, from Ms. Moore regarding a request for data and agreed the NC Health Professions Data System (HPDS) at the Cecil G. Sheps Center for Health Services Research may provide data of occupational therapists working in behavioral health settings to better identify shortages and potential ways for the state to improve behavioral health care.

Email from Leslie Wolff regarding AI for documentation

Board members reviewed an email dated June 20, 2025, from Ms. Wolff regarding using AI in documentation and agreed her question was too broad to answer however, AI is and may continue to be a tool used in many ways and many professions and the use of AI will be different for different persons and professions. The Board also agreed the use of AI in documentation is to be determined by the OT practitioners, employers, third party payors and others and it is the responsibility of the OT and PT practitioners to determine whether and to what extent they will use AI in their practices in compliance with their Practice Acts, Rules and Code of Ethics.

Email from Mark Kevern regarding discharge summaries

Board members reviewed an email dated July 12, 2025, from Mr. Kevern regarding discharge summaries and agreed his PT practice should have a written policy on how to document OT treatment if the OT practitioner is unable to complete the documentation and provide discharge summaries.

2026 Board meeting dates

The Board discussed and approved the 2026 Board meeting dates: January 12, 2026, March 16, 2026, May 18, 2026, July 20, 2026, September 14, 2026 and November 16, 2026.

Election of Board officers

Board members were nominated and officers were elected: Nicole Blackwell was elected Chair, Young Kim was elected Vice Chair and Sarah Rahman was elected Secretary/Treasurer.

Toi Lawrence

The Board conducted a hearing on whether Ms. Lawrence violated the Practice Act or Rules of the Board specifically NCGS 90-270.76(a)(2) and (4) as well as Rules .0302(a) and (b) and .0802(a) by failing to provide continuing competence activities and renew her license in a timely manner.

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 12:00 p.m.

Return to Open Session

The Board returned to Open Session at 12:45 p.m.

Closed Session Report

Disciplinary Matters

Mr. Wilkins reported the Board was advised in Closed Session that one disciplinary investigation resulted in a Letter of Admonishment, two resulted in Letters of Reprimand, two resulted in Consent Orders and eighteen cases are currently being investigated.

Toi Lawrence

The Board reviewed the evidence presented in Ms. Lawrence's hearing and was of the opinion Ms. Lawrence violated the Practice Act or Rules of the Board specifically NCGS 90-270.76(a)(2) and (4) as well as Rules .0302(a) and (b) and .0802(a) by failing to provide continuing competence activities and renew her license in a timely manner. The Board agreed Ms. Lawrence shall be issued an Order including Civil Penalty and Costs; she shall complete the NCBOT Jurisprudence Exam within 30 days of the Order; and she shall pay a civil penalty of \$100 and disciplinary costs of \$500 on or before October 15, 2025.

Adjournment

The Open Session adjourned at 12:45 p.m.

Next Meeting

The next Regular Session meeting will be held at the office of the Board on September 22, 2025, at 9:00 a.m.

Nicole Blackwell, Chair

Sarah Rahman, Secretary/Treasurer