

**BOARD OF OCCUPATIONAL THERAPY
MINUTES**

DATE: March 14, 2008

TIME: 9:00 a.m. C.S.T

LOCATION: 227 French Landing Drive
Heritage Place, Metro Center
Ground Floor, Iris Conference Room
Nashville, TN 37243

MEMBERS PRESENT: Dr. Jeff E. Snodgrass, Chair
Manoj M. Tendolkar, OT
Janet M. Neely, OTA

MEMBERS ABSENT: M. Sloan Lake, OT
Lisa R. Short, Citizen

STAFF PRESENT: Marva Swann, Unit Director
Tomica Walker, Board Administrator
Christopher Larkin, Board Attorney
Karen Robinson, Board Meeting Administrator
Libby Miller, HRB Director
Juanita Stone, Disciplinary Coordinator

GUESTS Elaine Eaton, TNPAP Representative
John Williams, TOTA

With a quorum being present, Dr. Snodgrass, called the meeting to order at 9:11 a. m.

Dr. Snodgrass introduced and welcomed the new Board member Ms. Janet Neely, OTA.

Conflict Of Interest:

Mr. Larkin discussed the Conflict of Interest Policy and reminded the Board members of their responsibilities under the policy. Mr. Larkin requested that the new Board member sign the Conflict of Interest Policy.

Office of General Counsel Reports and or Discussions:

Mr. Larkin presented the OGC report and discussed the following rules: Practice act revisions, supervision, titles, conditions (07-0468) (Tenn.Comp. R. & Regs. 1150-2-.01, .03, .05, .10, 12, .15).

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Litigation:

The Office of General Counsel currently has two (2) open cases for the Board of Occupational Therapy.

Discuss And Conduct A Roll Call Vote:

Mr. Larkin, conducted a roll call vote for the rulemaking hearing held on October 17, 2007 regarding: Rule 1150-2-.03 (5) Use of Titles, .15 (1) (f) Disciplinary, .10 (1) Supervision. Mr. Larkin explained that he received a response in writing from Tennessee Occupational Therapy Association (TOTA) in support of the proposed rules.

A motion was made by Dr. Snodgrass and seconded by Mr. Tendolkar to approve the amended rules. The motion carried unanimously. Ms. Lake and Ms. Short were absent.

Rule Amendments:

Ms. Walker requested that the Board amend the language in Rule 1150-2-.14 Limited Permit, because the wording is confusing and conflicting with the NBCOT ninety (90) day time limit for testing. After much discussion, the Board deferred this matter until the next Board meeting on July 17, 2008.

Mr. Larkin asked Ms. Walker if there were any other rules that needed to be amended. Ms. Walker indicated that she would give a list of amendments to Mr. Larkin.

Tennessee Professional Assistance Program (TNPAP)

Ms. Eaton, TNPAP Representative, presented the report dated July 1, 2007 thru December 31, 2007, which indicated that one (1) OT and one (1) OTA are being monitored. There were two (2) OT and one (1) OTA referrals. The referral source was the Board, which referred two (2) OT's for a history of arrest-DUI and one (1) OTA for substance abuse/dependence. One (1) OT signed a monitoring agreement, one (1) OT successfully completed the program, one (1) monitoring was unnecessary and one (1) refused monitoring. Ms. Eaton explained to the Board that TNPAP will be presenting a workshop on April 25, 2008, that is free. TNPAP is also now offering its "Basics of Addiction" presentation online.

Ms. Swann asked Ms. Eaton to explain to the new Board member, Ms. Neely, what TNPAP stands for and what it does for the Board. Ms. Eaton explained that The Tennessee Professional Assistance Program provides a non-disciplinary option for licensees whose practice may be impaired by substance abuse or a related psychological condition and provides appropriate treatment and follow-up so that the professional will be able to resume practice with reasonable skill and safety.

TNPAP Renewal of Contract

Ms. Swann explained to the Board that the contract for TNPAP is renewed annually and that the Board needed to vote to renew the contract if that was their desire. A motion was made by Mr. Tendolkar and seconded by Ms. Neely to approve the renewal of the TNPAP contract. The motion carried.

Investigative and Disciplinary Reports for the Occupational Therapists:

Investigative Report:

Ms. Stone presented the investigative report for the Occupational Therapists which indicated three (3) new complaints received from December 2007. A total of two (2) complaints were closed; one (1) was closed with no with action and one (1) was closed with a letter of warning.

Disciplinary Report:

Ms. Stone presented the disciplinary report which indicated three (3) OT's were being monitored, David Brick, Mary Jorgensen, and Joanna Padgett.

Investigative and Disciplinary Reports for the Occupational Therapist Assistants:

Investigative Report:

Ms. Stone presented the Occupational Therapy Assistants investigative report which indicated there were six (6) open complaints. One (1) complaint was unprofessional conduct, two (2) complaints were unlicensed practice, one (1) complaint was care of services, and two (2) were other reasons not otherwise indicated. A total of four (4) complaints were closed; one (1) was closed with no action, one (1) was closed with a letter of warning, two (2) were referred to the Office of General Counsel. Two (2) were from the west region, one (1) was from the middle region, and two (2) were from the east region.

Ms. Stone presented the Occupational Therapist Assistants disciplinary report which indicated that one (1) OTA was currently being monitored, Berenda Ragan.

Applicant Interviews/File Reviews:

Ruth Simmons – Ms. Simmons appeared before the Board to give an explanation of discrepancies in her file and to ask the Board's approval for her continuing education. After much discussion, a motion was made by Ms. Neely and seconded by Mr. Tendolkar to approve Ms. Simmons pending receipt of one (1) hour of Ethics and one (1) hour of Tennessee Jurisprudence from AOTA. The motion carried. Ms. Walker asked the Board if she could issue a "go to work" letter if Ms. Simmons submits the two (2) continuing education hours. A motion was made by Mr. Tendolkar and seconded by Ms. Neely that the Board Administrative office has the approval to issue Ms. Simmons a "go to work" letter when she submits the required two (2) continuing education hours. The motion carried.

2008 NBCOT Annual State Regulatory Conference:

A motion was made by Mr. Tendolkar and seconded by Ms. Neely to approve Ms. Janet Neely to attend the NBCOT Annual State Regulatory Conference held in Phoenix, Arizona on October 24 thru 25, 2008. Ms. Swann explained that a second person could go if the Board approved it. After a discussion, a motion was made by Ms. Neely and seconded by Mr. Tendolkar to amend the first motion so that a second person would be approved to go to the conference. The motion carried.

Administrative Reports:

Ms. Walker presented the statistical reports which indicated the following are the total active licensees, retired licensees, and failed to renew licensees for all professions as of February 2008. These figures are historical:

Occupational Therapist	Occupational Therapy Assistants
Active Licensees – 1701	Active Licensees – 857
Retired Licensees – 426	Retired Licensees – 150
Failed to Renew - 1136	Failed to Renew - 369

Status totals since the last meeting for the months of November, December of 2007, and January, February of 2008:

Occupational Therapist	Occupational Therapy Assistant
Newly Licensed – 32	Newly Licensed - 15
Reinstates - 03	Reinstates - 01
Retired - 04	Retired - 07

In February 2008, out of 53 Occupational Therapist renewing, 32 renewed online. Also in February 2008, out of 39 Occupational Therapy Assistants renewing, 12 renewed online.

BUDGET/TRAVEL ISSUES:

Ms. Walker explained that no changes in travel have been made since the last Board meeting. No one is to make any arrangements prior to receiving approval; and when making travel arrangements, such as purchasing airline tickets, you must go through Wright Travel Agency of Nashville at 1-800-643-5992. Each time you go through Wright Travel Agency of Nashville, you must identify that you are with the State of Tennessee and provide them with the Board’s budget and allotment code which can be obtained from the Unit Director or the Administrator of the Board.

Financial Report:

Ms. Walker presented the financial report for the projected cumulative carryover as of June 30, 2007.

Internet:

Ms. Walker presented a copy of the internet website page for the Board of Occupational Therapy.

Ms. Neely requested that the professional title on the Internet website be changed to Occupational Therapy. Ms. Neely stated she would email Ms. Swann with the correct professional title.

Ratifications:

A motion was made by Mr. Tendolkar and seconded by Ms. Neely to approve the following new licensees, reinstatements for licensure and modality certifications. The motion carried.

New Licensees for Occupational Therapy:

Piper C. Abdella	Ann B. Anderson
Marilyn J. Bendtsen	Shanell L. Black-Southall
Kimberly J. Cota	Meghan S. Dickas
Christa C. Ferguson	Jami E. Flick
Jennifer P. Fusilier	Ligaya A. Gelves
Sinu K. George	Laura M. Hall
Leslie R. Law-Morstatt	Timothy D. Martin
Alisa L. Mccarthy	Lisa M. Mesiarik
Barbara A. Meussner	Maureen R. Natividad
Susan J. Nephew	Stacey L. Northrup
Nisha M. Paul	Cynthia R. Pitman
Tiffany L. Smith	Rebekah L. Southern
Laura A. Stockton	Kerry A. Suit
Shannon M. Tweed-Kent	Lelia J. Waycaster
Johnny S. Wedderburn, Jr.	Atika L. Williams

Reinstatements for Occupational Therapy:

Grace O.E. Ojumu	Russell A. Rowles
Amy C. Williams	

Modality Thermal Agents and Electrical Stimulation Certifications for Occupational Therapists:

Donna J. Anderson	Janae A. Asche
Amber J. Bartley	April K. Battle
Kalla H. Campbell	Elizabeth M. Carr
Melanie G. Carr	Marsha E. Cobb
Douglas M. Cole	Melissa G. Collett
Sarah N. Corda	Kristie A. Cunningham
David D. Eades	Deanna S. Evans
Christa C. Ferguson	Jeffrey A. Gandy
Karen D. Garelo	Kelley W. Gray
Rachel L. Halter	Jodi L. Heffinge
Marilyn D. Hobbs	Margaret D. Hopping
Jenniger J. Howey	Carla R. Kemp

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Sara Li-Ju Lai
Roberta E. Llewellyn
Lori A. Mccollum
Tracy L. Morrison
Jenny L. Owens
Rachel P. Siegel
Shannon D. Trzil
Brent A. Yates

Amanda J. Leopper
Theresa J. Marvin-Falls
Crystal M. Mealer
Jennifer K. Oliver
Gary Robinson
Jennifer L. Summers
Celeste M. Webb

New Licensees for Occupational Therapy Assistants:

A motion was made by Mr. Tendolkar and seconded by Ms. Neely to approve the following new licensees for licensure and modality certifications. The motion carried.

Leroy R. Altman
Brittany N. Harris
Amber L. Hubert
Stephanie P. King
Alissa N. May
Tera G. Reagor
Ann M. Skabardis

Margaret E. Booth
Brad J. Harris
Shanna V. Hyatt
Heidi R. Lacey
Timothy M. Mccarthy
Brandy L. Richardson

Modality Thermal Agents and Electrical Stimulation Certifications for Occupational Therapy Assistants:

Melissa A. Candllish
Julie E. Grisham
Brandi C. Ivens
Julie A. R. Koenig
Sandra L. Laster
Jessica E. Michaels
Kristina M. Perry
Jackie L. Simpson
Deana Werndli

Julie A. Capello
Lisa A. Hare
Hyo-Jin Kim
Darby E. Lansford
Robin C. McCormack
Tammy R. Moss
Mary C. Pino
Gail R. Vanover
Betty W. Lewis

Modality Courses Approval:

Ms. Walker presented modality courses that Ms. Cynthia Hayden, Board Consultant, reviewed and approved on November 9, 2007. A motion was made by Mr. Tendolkar and seconded by Ms. Neely to approve Ms. Nancy Falkenstein's modality courses, titled "Exploring Hand Therapy Thermal Agents" for twenty (20) contact hours and "Electrical Stimulation" for Twenty-five (25) contact hours. The motion carried.

Election of Officers:

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A motion was made by Mr. Tendolkar and seconded by Ms. Neely to elect Ms. Neely as the new Board Chair effective for the next Board meeting. A motion was made by Ms. Neely and seconded by Dr. Snodgrass to elect Mr. Tendolkar as the new Board Secretary. Both motions carried with a unanimous vote.

Minutes:

A motion was made by Mr. Tendolkar and seconded by Ms. Neely to approve the November 30, 2007 minutes as amended. The motion carried.

Submission of Inadequate Continuing Education Requirements:

Ms. Swann, explained to the Board that Rick Agee, Continuing Education Coordinator, will audit five percent (5%) of renewals for all professions monthly. The licensees are given a thirty (30) day period to respond. The Board consensus was that if any continuing education is inadequate the files should be sent to the Office of Investigations.

Newsletter

Dr. Snodgrass inquired about a newsletter for the Board and requested for the staff person that will be doing the newsletter to attend the next Board meeting.

2009 Board Meeting Dates:

March 12, 2009, to be held in the Iris Conference Room at 9:00 a.m.
July 16, 2009, to be held in the Poplar Conference Room at 9:00 a.m.
November 19, 2009, to be held in the Poplar Conference Room at 9:00 a.m.

Board Policies

Mr. Larkin, stated he has the new policies drafted but, as they are not on the agenda, he can not present them to the Board at this meeting. He will present them at the next meeting.

Adjournment:

With there being no further business, a motion was made by Ms. Neely and seconded by Mr. Tendolkar to adjourn. The motion carried. The meeting was adjourned at 10:41 a.m.

These minutes were ratified at the October 23, 2008 meeting.