

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY**  
**MEETING MINUTES**  
**February 21, 2019**

A regular meeting of the Kentucky Board of Licensure for Occupational Therapy was held at the Department of Professional Licensing in Frankfort, KY on February 21, 2019

MEMBERS PRESENT

Joshua Ramsey, Chair  
Shara Page, Vice Chair  
Stacy Grider, Secretary  
Hugh Stroth  
Shauna Messer  
Joshua Skuller

Department of Professional Licensing STAFF

Isaac Vanhooose, Commissioner  
Megan Woodson, Board Administrator  
Chessica Nation, Board Administrator

OTHERS

Jared Downs, Legal Counsel

MEMBERS ABSENT

Harold E. Corder II

Mr. Ramsey called the meeting to order at 1:02pm.

**Consent agenda - Minutes, Monthly Financial Report and Legal Fees**

Minutes of the January 17, 2019 meeting, legal fees for and financial reports for January 2019 were presented for the Board's review. Ms. Grider made a motion to approve the consent agenda as presented with the meeting minutes as amended. The motion, seconded by Mr. Skuller, carried.

**DPL Report**

Ms. Woodson announced that she will be leaving DPL effective March 31, 2019. Chessica Nation will be taking over as the Board Administrator for Occupational Therapy. Mr. Vanhooose advised that Gail Russell is now the Secretary of the Public Protection Cabinet. Mr. Vanhooose also advised that HB178 is currently at committee and that DPL is monitoring its progress.

**Pending Complaints**

Mr. Stroth made a motion to go into closed session pursuant to KRS 61.810 1(j). Ms. Page seconded the motion and the motion carried at 1:14pm.

Ms. Grider made a motion to come out of closed session. Mr. Skuller seconded the motion and the motion carried at 1:32pm.

Mr. Skuller made a motion to send a second letter to the Respondents advising if no response is received, a formal investigation will be initiated on complaints 2018BOT00001, 2019BOT0001, and 2019BOT00002. Ms. Grider seconded the motion. Motion carried. Ms. Woodson will send the letters certified.

The Board requested that Ms. Woodson invite the Investigator to the next board meeting to discuss the content they are looking for in an investigative report.

### **Board Attorney's Report**

Mr. Downs reviewed a large complaint the Board received against multiple licensees. He advised Ms. Woodson to assign complaint numbers and send letters to the Licensees for response.

The Board review the drafted letter to LRC regarding the Sunset Law and keeping the following regulations "as is":

201 KAR 28:150 Disciplinary Proceedings

201 KAR 28:160 Administrative Hearings

201 KAR 28:190 Occupational Therapy Low-Vision and Visual Therapy Service

Mr. Skuller made a motion to accept the draft and submit the letter to LRC. Ms. Messer seconded the motion and it carried.

### **Old Business**

Mr. Downs advised that the filed regulations have passed and are in effect as of February 1, 2019. Ms. Woodson will get the updated forms posted to the Board's website.

The Board discussed the issuance of temporary permits and settled on issuing permits for 60 days to not exceed the time frame specified in KRS 319A.100.

The Board briefly reviewed the revised version of the Jurisprudence exam updated by Mr. Skuller. Mr. Skuller will update the exam to reflect the temporary permit process and present to the Board at the March meeting.

Ms. Woodson advised she did not have the opportunity to discuss reinstated licenses and the lapse in licensure being reflected on the online verification with Ms. Vick. She will discuss with Ms. Vick for the March meeting.

### **New Business**

Ms. Woodson presented an email from Barbara Williams, NBCOT Associate Director of External & Regulatory Affairs, inviting the Board Chair and Administrator to the NBCOT Occupational Therapy State Regulatory Leadership Forum. This forum will be held May 21-22 in Baltimore, Maryland. Mr. Ramsey made a motion to send two board members or one board member and the Administrator to the NBCOT Forum. Mr. Skuller seconded the motion and it carried.

Ms. Woodson presented a letter from the AOTA inviting the board members to the Annual Conference & Expo in New Orleans, Louisiana on April 4-7<sup>th</sup>. The Board previously made a motion to send two board members to this forum at their December 20, 2018 board meeting.

The Board reviewed two email questions received. Ms. Woodson will respond.

The Board reviewed the licensure status report.

### **Applications Review**

Ms. Grider made a motion to approve the supervision audit review. Mr. Ramsey seconded the motion. Motion carried.

Mr. Ramsey made a motion to approve the recommendation of the renewal/reinstatement applications review from today. Ms. Page seconded the motion and it carried.

Ms. Page made a motion to approve the recommendation of all applications reviewed throughout the month. Mr. Skuller seconded the motion. Motion carried

Ms. Messer made a motion to approve the recommendation of all other applications (initial, DPAM, CE Course Providers) reviewed today. Ms. Grider seconded the motion and it carried.

### **Assignments for Next Meeting – March 21<sup>st</sup> @ 1:00pm**

Ms. Woodson:

- Invite Investigator to March meeting
- Update website with revised forms
- Send for response to new complaints
- Add information about temporary permits to the FAQ document
- File letter with LRC regarding regulations affected by the Sunset Law
- Research how long deferred renewals are pending

Mr. Skuller

- Update Jurisprudence exam

Mr. Downs

- Draft letters to complainants for a response before initiating a formal investigation
- Add verbiage to temporary permit approval letter

### **Approval of Travel and Per Diem**

A motion was made by Mr. Ramsey to approve travel and per-diem for today's meeting. The motion, seconded by Ms. Grider, carried.

Ms. Page made a motion to pay travel and per-diem for Mr. Ramsey to teach/attend the KOTA DPAM course February 23-24, 2019. Mr. Stroth seconded the motion and it carried.

### **Adjournment**

Mr. Stroth made a motion to adjourn the meeting at 2:47pm. Ms. Grider seconded the motion and it carried.