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COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

F I N A L M I N U T E S

MEETING OF:

**STATE BOARD OF OCCUPATIONAL THERAPY
EDUCATION AND LICENSURE**

TIME: 10:07 A.M.

PENNSYLVANIA DEPARTMENT OF STATE
Board Room C
2601 North Third Street
Harrisburg, Pennsylvania 17110

December 7, 2017

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State Board of Occupational Therapy
Education and Licensure
December 7, 2017

BOARD MEMBERS:

- Kerri Hample, OTD, OTR/L, Chairperson
- Kathryn Waters, Deputy Commissioner of Professional and Occupational Affairs
- Carolyn M. Gatty, MS,OTR/L, Vice Chair
- Joanne M. Baird, PhD., OTR/L, Secretary
- Christine L. Hischmann, MS, OTR/L, FAOTA
- Edward J. Mihelcic, PhD., OTR/L

BUREAU PERSONNEL:

- Jacqueline Wolfgang, Esquire, Board Counsel
- Cynthia Montgomery, Esquire, Regulatory Counsel
- Paul J. Jarabeck, Esquire, Board Prosecution Liaison
- Andrea Costello, Esquire, Board Prosecutor
- Carol J. Niner, Board Administrator
- Katelin Lambert, Director of Operations, Bureau of Professional and Occupational Affairs
- Kimberly Mattis, Director, Bureau of Finance and Operations
- Kim Adams, Chief, Division of Fiscal Management, Bureau of Finance and Operations
- Julie Snader, Chief, Division of Procurement, Bureau of Finance and Operations

1 ***

2 State Board of Occupational Therapy

3 Education and Licensure

4 December 7, 2017

5 ***

6 The regularly scheduled meeting of the State Board
7 of Occupational Therapy Licensure and Education was
8 held on Thursday, December 7, 2017. Kerri Hample,
9 OTD, OTR/L, Chairperson, called the meeting to order
10 at 10:07 a.m.

11 Kathryn Waters, Deputy Commissioner, Bureau of
12 Professional and Occupational Affairs, was not present
13 at the commencement of the meeting.

14 ***

15 Introduction of Board and Audience Members

16 [Board members and audience members introduced
17 themselves for the record.]

18 ***

19 Appointments

20 PALS Demonstration

21 [Katelin Lambert, Director of Operations, provided a
22 Pennsylvania Licensing System (PALS) demonstration for
23 the Board. She explained the functionality of the
24 system with regard to renewals and initial
25 applications.]

1 Ms. Lambert explained the first step was to visit
2 the *www.PALS.pa.gov* website and click on a board. She
3 did note that presently Occupational Board was not
4 live but will be shortly.

5 She discussed improvements to the registration
6 system, including security standards for user IDs,
7 passwords, and required fields.

8 Ms. Lambert explained the process step by step
9 while answering questions from Board members.]

10 ***

11 BFO Presentation

12 [Kim Mattis, Director of Finance and Operations, was
13 present on behalf of BFO and introduced Kim Adams,
14 Chief Fiscal Management of the BFO. Ms. Mattis
15 referred Board members to FY 2016-2017 Expenditures,
16 FY 2017-2018 Budget Information and FY 2018-2019
17 Budget Planning for further discussion and answered
18 questions from Board members.]

19 ***

20 [Kathryn Waters, Deputy Commissioner, Bureau of
21 Professional and Occupational Affairs, entered the
22 meeting at 10:23 a.m.]

23 ***

24 [Kathryn Waters, Deputy Commissioner, Professional and
25 Occupational Affairs, answered questions regarding the

1 set fees. She explained that an analysis is completed
2 whereby prior fees and upcoming expenses are reviewed
3 to determine the fee. It was noted the responsibility
4 of the Board would be to determine the cost to review
5 and process an application and then make a decision
6 regarding that fee. There was further discussion
7 regarding this matter, temporary licensure,
8 expenditures and budget projections.]

9 ***

10 Report of Board Prosecution

11 [Andrea Costello, Esquire, Board Prosecutor, presented
12 a Consent Agreement for File No. 17-67-11935.]

13 ***

14 Report of Deputy Commissioner

15 [Kathryn Waters, Deputy Commissioner, Bureau of
16 Professional and Occupational Affairs, updated Board
17 members regarding Executive Order 2017-03 as signed by
18 Governor Wolf on October 24, 2017, concerning the
19 review of the licensing processes. She stated an
20 advisory committee comprised of 12 members was
21 selected regarding the matter. She added 90.4 percent
22 of all Boards have completed and returned the
23 requested questionnaires.]

24 ***

25 [The Board recessed from 11:38 a.m. until 11:45 a.m.]

1 ***

2 [Kathryn Waters, Deputy Commissioner, Bureau of
3 Professional and Occupational Affairs, exited the
4 meeting at 11:42 a.m. during the recess.]

5 ***

6 Approval of Minutes of May 25, 2017 meeting.

7 [The Board discussed corrections to the Minutes.]

8 CHAIRPERSON HAMPLE:

9 With the changes made do I have a motion
10 to approve them?

11 MS. HISCHMANN

12 So moved.

13 MR. MIHELICIC:

14 Second.

15 CHAIRPERSON HAMPLE:

16 All in favor? Opposed? Recusals?
17 Abstentions?

18 [The motion carried unanimously.]

19 ***

20 Report of Board Counsel

21 [Jacqueline Wolfgang, Esquire, Board Counsel, referred
22 Board members to the Regulatory Status Report, the
23 Sunshine Act and Recusal Guidelines in the agenda for
24 further review.]

25 ***

1 Report of Board Chairperson

2 Report on POTA Conference

3 [Kerri Hample, OTD, OTR/L, Chairperson, noted her
4 attendance at the recent POTA Conference in State
5 College, PA, and noted the topics of discussion,
6 including the American Occupational Therapy
7 Association (AOTA) Vision 2025 that includes working
8 with populations of people and moving toward a global
9 health wellness promotion and prevention. There was
10 discussion regarding Reiki therapy and whether dry
11 needling was within the scope of occupational therapy.
12 The Board discussed scope of practice for physical
13 therapy with regard to dry needling in Ohio and
14 Pennsylvania.]

15 ***

16 CE Applications/Change in Process

17 [Chairperson Hample discussed the approval/denial
18 process for courses. She stated the Board should be
19 approving providers and not courses. She referred
20 Board members to the new application as drafted,
21 Section 42.17 and 42.54 of the Fees regulations and
22 the Preamble for the Board's review. The Board
23 discussed the CE course approvals. It was noted CE
24 applications will be discussed further at the March
25 2018 meeting.

1 The Board discussed the number of Occupational
2 Therapy Board meetings per year, which was noted to be
3 at the discretion of the Commissioner. The
4 possibility of regulatory changes was explored.

5 It was noted that the pending recreational
6 therapist fill places recreational therapists under
7 the authority of the Medical Board.

8 Board Counsel advised Board Members not to answer
9 inquiries regarding board issues and business. All
10 inquiries from licensees should be forwarded to the
11 Board staff or Board Counsel.

12 There was discussion regarding the ACOTE call for
13 comment regarding the Draft II standards relating to
14 the new entry level doctorate.

15 The Board discussed its representation at the AOTA
16 meeting in April of 2018 at Salt Lake City, Utah.
17 Chairperson Hample made a request for Ms. Baird,
18 Chairperson Hample, Mr. Mihelcic and Ms. Hischmann to
19 attend the meeting.]

20 CHAIRPERSON HAMPLE:

21 Can I have a motion to put that forward?

22 MS. HISCHMANN:

23 So moved.

24 CHAIRPERSON HAMPLE:

25 Can I have a second?

1 MS. GATTY:

2 Second.

3 CHAIRPERSON HAMPLE:

4 All in favor?

5 [The motion carried unanimously.]

6 ***

7 [The Board discussed the Federation of Associations of
8 Regulatory Boards (FARB) which provides resources for
9 members including a newsletter, conferences and
10 recommendations on key issues. Unlike other
11 professions, OT does not have its own federation. It
12 was suggested that the Board could request
13 authorization to send one or two members to a FARB
14 meeting.]

15 ***

16 [Carol J. Niner, Board Administrator, reminded Board
17 members that the fee increase discussion will be
18 tabled until the next BFO report.]

19 ***

20 Audits

21 [Ms. Niner stated the audits were on hold due to PALS
22 and staffing shortages. Board members agreed that a
23 message should be sent indicating the Board values the
24 audit process and requested the system be returned to
25 a workable state in a timely manner.]

1 ***

2 Proposed 2018 Meeting Dates

3 [The proposed 2018 meeting dates as previously
4 discussed were noted.]

5 CHAIRPERSON HAMPLE:

6 We need a motion.

7 MS. HISCHMANN:

8 So moved.

9 MS. GATTY:

10 I'll second it.

11 CHAIRPERSON HAMPLE:

12 All in favor?

13 [The motion passed unanimously.]

14 ***

15 Other

16 Election of Officers

17 MS. WOLFGANG:

18 Pursuant to Section 21(c) of the Act, the
19 Board requires to elect a Chair, Vice
20 Chair and Secretary. So I'm looking for
21 nominations for the position of Chair.

22 MS. HISCHMANN:

23 I nominate Kerri Hample as Board Chair.

24 MS. WOLFGANG:

25 Is there a second?

1 MS. BAIRD:

2 I second.

3 MS. WOLFGANG:

4 Are there any other nominations? Hearing
5 none, the nomination period is closed.

6 All in favor of Kerry Hample for Chair?

7 Opposed?

8 [The motion carried unanimously.]

9 ***

10 MS. WOLFGANG:

11 Are there any nominations for position of
12 Vice Chair?

13 MS. HISCHMANN:

14 I would like to nominate Joanne Baird as
15 Vice Chair.

16 MS. GATTY:

17 I'll second.

18 MS. WOLFGANG:

19 Any other nominations? No other
20 nominations, the nomination period is
21 closed. All in favor of Joanne Baird for
22 Vice Chair? Opposed? Abstentions?

23 [The motion carried unanimously.]

24 ***

25 MS. WOLFGANG:

1 with Board Counsel for the purpose of
2 conducting quasi-judicial deliberations
3 regarding the Consent Agreement on the
4 agenda at Item Number Three, File No. 17-
5 67-11935.

6 I believe the Board would entertain a
7 motion at this time.

8 MS. HISCHMANN:

9 I make a motion to adopt the Consent
10 Agreement for File No. 17-67-11935.

11 MS. BAIRD:

12 I second it.

13 MS. WOLFGANG

14 All in favor? Opposed? Abstentions?
15 Recusals?

16 [The motion carried unanimously.]

17 ***

18 Adjournment

19 CHAIRPERSON HAMPLE:

20 Can I have a motion to adjourn?

21 MS. HISCHMANN:

22 So moved.

23 MS. GATTY:

24 Second.

25 CHAIRPERSON HAMPLE:

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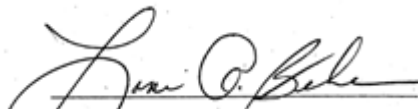
All in favor?

[The motion carried unanimously.]

[There being no further business, the State Board of Occupational Therapy Education and Licensure meeting adjourned at 1:30 p.m.]

CERTIFICATE

I hereby certify that the foregoing summary minutes of the State Board of Occupational Therapy Education and Licensure meeting, was reduced to writing under my supervision, and that the minutes accurately summarize the substance of the State Board of Occupational Therapy Education and Licensure meeting.



Lori A. Behe,
Minute Clerk
Sargent's Court Reporting
Service, Inc.

STATE BOARD OF OCCUPATIONAL THERAPY
EDUCATION AND LICENSURE
REFERENCE INDEX
December 7, 2018

	TIME	AGENDA
1		
2		
3		
4		
5		
6		
7		
8	10:07	Official Call to Order
9		
10	10:07	Audience Members Introduced
11		
12	10:10	Appointments
13		
14	11:33	Report of Board Prosecution
15		
16	11:34	Report of Deputy Commissioner
17		
18	11:38	Recess
19	11:45	Return to Open Session
20		
21	11:45	Approval of Minutes
22		
23	11:50	Report of Board Counsel
24		
25	11:52	Report of Board Chairperson
26		
27	1:07	Report of Board Administrator
28		
29	1:11	Miscellaneous
30		
31	1:14	Executive Session
32	1:29	Return to Open Session
33		
34	1:29	Motions
35		
36	1:30	Adjournment
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