

West Virginia Board of Occupational Therapy



Annual Report

FY 2008 – FY 2009



West Virginia Board of Occupational Therapy
3041 University Avenue
2nd Floor, Suite 6
Morgantown, WV 26505
304-285-3150
www.wvbot.org

The Honorable Joe Manchin, III
Governor of West Virginia
State Capitol
Charleston, WV 25305

August 5, 2009

In accordance with West Virginia Code §30-1-12, the West Virginia Board of Occupational Therapy presents herein our agency's Annual Report for Fiscal Year's 2008 and 2009.

This report includes a list of our current Board Members, a statement of our receipts and disbursements for that time period, and activities of the Board as recorded in our minutes. We have also included copies of Board newsletters, a licensure application, and a complete list of those persons licensed by our agency as of July 30, 2009, as well as a summary of complaints filed with the Board during the time period reported.

Respectfully yours,

Martin Douglas MS, OTR/L ^{VM}

Martin Douglas, MS, OTR/L
WVBOT Secretary/Treasurer

Kathy F. Quesenberry, MSM, OTR/L ^{VM}

Kathy F. Quesenberry, MSM, OTR/L
WVBOT Chairperson

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West Virginia Board of Occupational Therapy

**Annual Report
2008-2009**

Board Members



West Virginia Board of Occupational Therapy
3041 University Avenue
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Board Members:

Kathy Quesenberry, OTR/L
President / Chairperson
12/31/07

181 Gardenia Way
Princeton, WV 24740
ques@citlink.net
phone: 304-952-1099

Martin Douglas, OTR/L
Secretary / Treasurer
12/31/05

154 Colonial Acres
Poca, WV 25159
martindouglas@wvbot.org
phone: 304-561-4071

Phil Simpson, OTR/L
12/31/07

1 Ivy Woods
Huntington, WV 25701
psimpson40@verizon.net
phone: 304-526-2411

Brenda Hambric, OTR/L
12/31/08

107 Pine Park Place
Beckley, WV 25801
briffle58@hotmail.com
phone: 304-222-3506

Gene Brooks
Consumer Member
12/31/07

805 West Ave.
Charleston, WV 25302
genebrooks55@aol.com
phone: 304-550-4368

Staff:

Vonda Malnikoff
Executive Secretary

2 Ashwood Ln.
Morgantown, WV 26508
vmalnikoff@wvbot.org
phone: 304-285-3150

West Virginia Board of Occupational Therapy

**Annual Report
2008-2009**

Financial



West Virginia Board of Occupational Therapy
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Receipts / Disbursements FY 2008 / 2009

<u>7/1/2007-6/30/2008</u>	<u>Receipts</u>	<u>Disbursements</u>
July	\$ 2,950.00	\$ 4,552.29
August	\$ 2,850.00	\$ 3,362.94
September	\$ 2,960.00	\$ 4,487.35
Quarter Total:	\$ 8,760.00	\$12,402.58
October	\$ 5,040.00	\$ 9,932.18
November	\$22,630.00	\$ 5,076.54
December	\$34,970.00	\$ 5,431.85
Quarter Total:	\$62,640.00	\$20,440.57
January	\$ 7,484.00	\$ 6,705.62
February	\$ 1,510.00	\$ 4,695.59
March	\$ 2,140.00	\$ 3,024.74
Quarter Total:	\$11,134.00	\$14,425.95
April	\$ 3,155.00	\$ 7,101.62
May	\$ 3,165.00	\$ 3,899.05
June	\$ 1,810.00	\$ 6,663.19
Quarter Total:	\$ 8,130.00	\$17,663.86
Grand Total:	\$90,664.00	\$64,932.96

7/1/2008-6/30/2009

Receipts

Disbursements

July	\$ 6,335.00	\$ 5,535.16
August	\$ 1,700.00	\$ 4,321.09
September	\$ 3,890.00	\$ 6,329.12
Quarter Total:	\$11,925.00	\$16,185.37
October	\$ 5,515.00	\$ 7,258.92
November	\$14,812.00	\$ 7,664.94
December	\$41,390.00	\$ 3,865.62
Quarter Total:	\$61,717.00	\$18,789.48
January	\$11,190.00	\$ 5,011.97
February	\$ 3,855.00	\$ 6,375.76
March	\$ 1,256.00	\$ 5,500.38
Quarter Total:	\$16,301.00	\$16,888.11
April	\$ 4,815.00	\$ 6,534.30
May	\$ 2,695.00	\$ 6,544.60
June	\$ 5,493.00	\$ 5,654.87
Quarter Total:	\$13,003.00	\$18,733.77
Grand Total:	\$102,946.00	\$70,596.73

West Virginia Board of Occupational Therapy

**Annual Report
2008-2009**

Board Meeting Minutes



3041 University Avenue
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WVBOT MINUTES: June 4, 2009

MEMBERS PRESENT Via Telephone Conference: Kathy Quesenberry, Phil Simpson, Martin Douglas, Gene Brooks, Brenda Hambric

ABSENT:

ALSO PRESENT: Vonda Malnikoff

MEETING CALLED TO ORDER: 8:45 a.m.

financial

VENDOR	DATE REC'D	AMOUNT	NOTE
Auditor's Office	5/11/09	\$12.00	Transactions for April 2009
AG's Office	5/12/09	\$105.00	AG review of rules
IS&C	5/14/09	\$21.77	WVFIMS transactions for March 2009

Phil motioned to pay all bills, including Chapman Printing invoice for newsletter mailing upon receipt. Gene seconded. Vote 5-0.

OLD BUSINESS

TOPIC: Review of Legislative Rules

FINDINGS/CONCLUSIONS: Began review of current Legislative Rules. Initial modifications to be consistent with revised Practice Act were emailed to Board members 3-5-09. Emergency Rules for Competency Standards for Advanced Practice will need to be filed by mid-May. A draft of this Rule was reviewed and discussed. The Board agreed to split the current Legislative Rules into a series of Rules to include: Administrative Rules, Fees for Services Rendered by the Board, Continuing Education and Competence, Competency Standards for Advanced Practice, and Professional Conduct and Ethical Standards of Practice, in addition to the current Procedural Rules regarding disciplinary, complaint and contested case hearing procedures. Draft rules reviewed and approved at 5/1/09 meeting. Emergency Rule filed 5/12/09. Other Legislative Rules filed 5/14/09. Procedural Rule filed 5/28/09. **Emergency Rule approved by SOS 6/2/09.**

ACTION/FOLLOW-UP: Vonda to draft letter to send to COTA's with copy of emergency rule for Competency Standards for Advanced Practice. If comments to Legislative Rules are received during comment period, a conference call will need to be scheduled to discuss comments and any resulting modifications for agency approved filing of Rules due by July 31st.

NEW BUSINESS

TOPIC: NBCOT Annual Conference

FINDINGS/CONCLUSIONS: Annual conference has been scheduled for October 23-24, 2009 in Baltimore.

ACTION/FOLLOW-UP: Vonda to complete registration and hotel reservation for one person.

Meeting adjourned at 9:05 a.m. The next Board meeting will be held on Friday, September 18, 2009 at 11:00 a.m. at the Morgantown office.



3041 University Avenue
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WVBOT MINUTES: May 1, 2009

MEMBERS PRESENT: Marty Douglas, Phil Simpson, Gene Brooks, Kathy Quesenberry,
Brenda Hambric

ABSENT:

ALSO PRESENT: Vonda Malnikoff

MEETING CALLED TO ORDER: 11:02 a.m.

Marty motioned to enter Executive Session at 11:04 am. Brenda seconded. Vote 5-0.

EXECUTIVE SESSION

Issue 2008 #49 – Complaint; Marty gave an update
Issue 2008 #51 – Reciprocity revoked. **Case closed.**

Phil motioned to end Executive session at 11:29 am. Marty seconded. Vote 5-0.

Gene motioned for Marty to contact complainant regarding Consent Agreement. If necessary, Vonda will contact Assistant Attorney General, Kate Campbell, regarding how to proceed if Consent Agreement is not signed. Phil seconded. Vote 5-0.

Gene motioned to approve March 13th & April 3rd, 2009 minutes. Marty seconded. Vote 5-0.

OLD BUSINESS

TOPIC: Process for Code / Rule changes.

FINDINGS/CONCLUSIONS: Based on discussions with the House Government Organization Committee, we need to formulate our proposal for Code changes and submit to the Committee prior to the end of the 2008 Legislative Session to determine need for a study resolution. This study would be conducted by the Legislative Auditor's office during 2008 interim, to be introduced into the 2009 Legislative Session. Code changes need to be approved prior to introducing Legislative Rule changes. Meeting held December 3, 2007 to continue review of current Practice Act, using AOTA Model Practice Act as a guide. Draft was sent to AG for review and comment. Received and reviewed AG comments for sections 30-28-16 forward. Conference call was held on January 28, 2008 to review AG comments on remaining sections. Final draft was mailed to the Chairs of the House Government Organization Committee on February 5, 2008. Chairman has requested that the study (HCR 91) be assigned to the committee during the 2008 interims. A summary of major changes and draft copy was emailed to House Government Organization Committee on 4/23/08. Marty presented an overview at June interims meeting of legislative sub-committee assigned HCR91. Information meetings have been held in Princeton, Charleston, Wheeling, and Morgantown, Parkersburg and Huntington. A conference call was organized by WVOTA with WVPTA to get feedback regarding proposed changes. Kathy and Marty attended Legislative subcommittee meeting on November 16, 2008. The draft Practice Act was approved by the Joint Committee and will be introduced in the 2009 Legislative Session. House Bill 2309 passed the House 2-23-09. The bill is currently in the Senate Government Organization Committee. An information meeting was held 3-12-09 in Cumberland, MD, and a meeting is scheduled in Martinsburg on 3-26-09. HB 2309 passed both houses on April 11th, 2009, to become effective in 90 days.

ACTION/FOLLOW-UP: Once signed by the Governor, new Practice Act will be mailed to licensees with Newsletter.

TOPIC: BRIM On-Line Driver Training

FINDINGS/CONCLUSIONS: Required on-line training for all employees who drive a state vehicle, or who drive their personal vehicle and are reimbursed by the state. Employees have until June 30, 2009 to complete their training. Login instructions distributed. Kathy and Vonda have completed training.

ACTION/FOLLOW-UP: All members to complete on-line training by 6/30/09.

TOPIC: Review of Legislative Rules

FINDINGS/CONCLUSIONS: Began review of current Legislative Rules. Initial modifications to be consistent with revised Practice Act were emailed to Board members 3-5-09. Emergency Rules for Competency Standards for Advanced Practice will need to be filed by mid-May. A draft of this Rule was reviewed and discussed. The Board agreed to split the current Legislative Rules into a series of Rules to include: Administrative Rules, Fees for Services Rendered by the Board, Continuing Education and Competence, Competency Standards for Advanced Practice, and Professional Conduct and Ethical Standards of Practice, in addition to the current Procedural Rules regarding disciplinary, complaint and contested case hearing procedures. Draft rules reviewed and approved at 5/1/09 meeting.

ACTION/FOLLOW-UP: Vonda to file emergency and other rules with Secretary of State.

TOPIC: FY 2010 Budget

FINDINGS/CONCLUSIONS: Budget will be prepared in April. Include new desktop computer and an additional laptop for Board member use. Need to consider possible renewal fee reductions as part of implementation of biennial renewal. Proposed fee reductions and budget reviewed at 5/1/09 meeting. The only major increase in the budget is a proposed increase by PEIA for OPEB (other post employment benefits) costs to be paid by state agencies for retiree benefits. The increase is a result of rising healthcare costs, reduced market value of trust fund, and reduced state funding. Gene motioned to accept proposed budget. Phil seconded. Vote 5-0.

ACTION/FOLLOW-UP: Vonda to complete and submit budget.

TOPIC: Mid-year newsletter

FINDINGS/CONCLUSIONS: Suggestion was made to wait until May to publish mid-year newsletter to include final result of Practice Act bill, with highlights of changes, and Legislative Rule update. Draft newsletter reviewed at 5/1/09 meeting.

ACTION/FOLLOW-UP: Vonda to arrange for printing and mailing of newsletter and new Practice Act once Governor has signed the bill.

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made on the Purchase Card since the last board meeting.

TREASURER'S REPORT

Cash Balance as of April 30, 2009

\$ 126,997.78

DEPOSITS SINCE LAST BOARD MEETING

March 13, 2009	\$ 1,256.00
April 2, 2009	1,835.00
April 16, 2009	1,025.00
April 30, 2009	1,955.00

TOTAL DEPOSITS \$ 6,071.00

DISBURSEMENTS SINCE LAST BOARD MEETING

March \$ 5,500.38

NEW BUSINESS (cont'd)

TOPIC: CE credit for on-line Practice Act review & test

FINDINGS/CONCLUSIONS: Discussed the proposal by Diana Davis to make an on-line presentation of the new Practice Act available to licensees to review and take a test for CE credit.

ACTION/FOLLOW-UP: Vonda to pursue with Diana and Infineon, Inc. regarding website capability to offer during renewal time.

Financial

	VENDOR	DATE REC'D	AMOUNT	NOTE
1	Attorney General's office	3/13/2009	\$84.00	February invoice
2	IS&C	3/25/2009	\$21.28	WVFIMS transactions for Feb 2009
3	Division of Personnel	4/6/2009	\$32.50	Personnel billing for 4th qtr fte's
4	Auditor's Office	4/13/2009	\$19.00	Transactions for March 2009
5	Attorney General's office	4/13/2009	\$133.00	March invoice
6	IS&C	4/20/2009	\$19.68	WVFIMS transactions for Mar 2009
7	IS&C	4/27/2009	\$125.00	EDP Acctg Svcs - 3rd quarter

Marty motioned to pay all bills. Brenda seconded. Vote 5-0.

Correspondence

	<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1	WV Assoc of Licensing Boards Board of Risk and Insurance	3/16/2009	March 13, 2009 meeting minutes
2	Mgmt	3/25/2009	Reminder: On-line driver training must be completed by 6/30/09
3	Stateline	3/31/2009	Feb/Mar 2009 issue
4	Brickstreet	4/1/2009	Worker's Comp policy 3/29/09 to 3/20/10
5	Purchasing	4/2/2009	The Buyers Network - April 2009 issue
6	NPDB/HIPDB	4/6/2009	April 2009 issue
7	Governor Joe Manchin	4/13/2009	Temporary restrictions on state hiring
8	CLEAR	4/13/2009	2009 Annual Conference
9	Grady Bowyer	4/20/2009	HB2885 establishing an advisory committee to develop proposed legislation to establish credentialing verification organization passed
	WV Legislative Rule-Making		
10	Review Committee	4/20/2009	Filing deadline for Rules for 2010 Legislative Session
11	NBCOT Certification Matters	4/21/2009	Spring/Summer 2009 issue
12	Brickstreet	4/29/2009	Annual Report
13	Mary Hager	4/30/09	WVOTA Annual Conf 10/31/09 at Ramada Inn in Charleston

Actions are in bold

Meeting adjourned at 2:35 p.m. following the signing of applications. The next regular Board meeting is scheduled for Friday, September 18, 2009 at 11:00 a.m. at the Morgantown office. A conference call will be scheduled Thursday, June 4th, 2009 at 8:45 a.m. to approve payment of bills prior to fiscal year end.



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WVBOT MINUTES: April 3, 2009

MEMBERS PRESENT Via Telephone Conference: Kathy Quesenberry, Martin Douglas,
Gene Brooks, Brenda Hambric

ABSENT: Phil Simpson

ALSO PRESENT: Vonda Malnikoff

MEETING CALLED TO ORDER: 9:40 a.m.

OLD BUSINESS:

TOPIC: Amendments to HB 2309

FINDINGS/CONCLUSIONS: HB 2309, as amended, is to be introduced in the Senate on Tuesday, April 7th, at 10:00 a.m. Amendments include Emergency Rule Making Authority to be effective upon passage, with remaining provisions to be effective July 1, 2009.

ACTION/FOLLOW-UP: Marty to attend Senate meeting. Vonda to send email with details to WVOTA.

TOPIC: Legislative Rule review

FINDINGS/CONCLUSIONS: Emergency Rules for Competency Standards for Advanced Practice will need to be filed by mid-May. A draft of this Rule was reviewed and discussed. The Board agreed to split the current Legislative Rules into a series of Rules to include: Administrative Rules, Fees for Services Rendered by the Board, Continuing Education and Competence, Competency Standards for Advanced Practice, and Professional Conduct and Ethical Standards of Practice, in addition to the current Procedural Rules regarding disciplinary, complaint and contested case hearing procedures.

ACTION/FOLLOW-UP: Kate Campbell is reviewing Procedural Rules and will make recommendations to the Board by the May 1st Board meeting. Vonda will draft remaining Rules and email to Board members for review prior to Board meeting. Target date to file revised Rules is no later than May 15, 2009.

Kathy motioned to enter Executive Session at 9:40 a.m. Gene seconded. Vote 4-0

EXECUTIVE SESSION

Issue 2008 #49 – Complaint; Terms of Consent Agreement reviewed and discussed.

Gene motioned to end Executive Session at 10:05. Marty seconded. Vote 4-0

Kathy motioned to accept investigator's recommendation to modify condition of direct supervision to one year in the terms of the Consent Agreement. Gene seconded. Vote 3-0.

Meeting adjourned at 10:20 a.m. The next Board meeting will be held on Friday, May 1, 2009 at 11:00 a.m. at the Morgantown office.



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WVBOT MINUTES: March 13, 2009

MEMBERS PRESENT: Marty Douglas, Phil Simpson, Gene Brooks, Kathy Quesenberry,
Brenda Hambric

ABSENT:

ALSO PRESENT: Vonda Malnikoff, Diana Davis

MEETING CALLED TO ORDER: 11:05 a.m.

PUBLIC COMMENT PERIOD / NEW BUSINESS

TOPIC: WVPTA concerns with Practice Act bill

FINDINGS/CONCLUSIONS: Concerns were reviewed and discussed item by item, with recommendations to amend. Diana Davis, WVOTA, participated in discussion. Marty motioned to amend HB2309 as discussed. Phil seconded. Vote 5-0

ACTION/FOLLOW-UP: Vonda to email written response to WVPTA by end of day.

Gene motioned to enter Executive Session at 12:10 pm. Marty seconded. Vote 5-0.

EXECUTIVE SESSION

Issue 2008 #49 – Complaint; Investigation report submitted.

Issue 2008 #50 – Limited permit void letter sent to applicant. **Case closed.**

Phil motioned to end Executive session at 12:30 pm. Brenda seconded. Vote 5-0.

Gene motioned to accept investigator recommendation to offer consent agreement to licensee for Issue 2008 #49. Phil seconded. Vote 4-0. **Vonda to draft Statement of Charges and Consent Agreement to be approved by Assistant Attorney General, Kate Campbell.**

Gene motioned to approve January 30, 2009 minutes. Marty seconded. Vote 5-0.

OLD BUSINESS

TOPIC: Process for Code / Rule changes.

FINDINGS/CONCLUSIONS: Based on discussions with the House Government Organization Committee, we need to formulate our proposal for Code changes and submit to the Committee prior to the end of the 2008 Legislative Session to determine need for a study resolution. This study would be conducted by the Legislative Auditor's office during 2008 interim, to be introduced into the 2009 Legislative Session. Code changes need to be approved prior to introducing Legislative Rule changes. Meeting held December 3, 2007 to continue review of current Practice Act, using AOTA Model Practice Act as a guide. Draft was sent to AG for review and comment. Received and reviewed AG comments for sections 30-28-16 forward. Conference call was held on January 28, 2008 to review AG comments on remaining sections. Final draft was mailed to the Chairs of the House Government Organization Committee on February 5, 2008. Chairman has requested that the study (HCR 91) be assigned to the committee during the 2008 interims. A summary of major changes and draft copy was emailed to House Government Organization Committee on 4/23/08. Marty presented an overview at June interims meeting of legislative sub-committee assigned HCR91. Information meetings have been held in Princeton, Charleston, Wheeling, and Morgantown, Parkersburg and Huntington. A conference call was organized by WVOTA with WVPTA to get feedback regarding proposed changes. Kathy and Marty attended Legislative subcommittee meeting on November 16, 2008. The draft

Practice Act was approved by the Joint Committee and will be introduced in the 2009 Legislative Session. House Bill 2309 passed the House 2-23-09. The bill is currently in the Senate Government Organization Committee. An information meeting was held 3-12-09 in Cumberland, MD, and a meeting is scheduled in Martinsburg on 3-26-09.

ACTION/FOLLOW-UP: Vonda to continue to facilitate movement of bill through Senate Gov't Org Committee. A Board representative will need to be available for Senate Committee meeting.

TOPIC: Status of Senate bill 278 / House bill 4129

FINDINGS/CONCLUSIONS: Bill is related to the establishment of special volunteer licenses for health care professionals donating their expertise for the care and treatment of indigent and needy patients in the clinic setting. Bill passed 3/8/08. Gene motioned to accept format of Volunteer license card at 1-30-09 Board meeting. Phil seconded. Vote 4-0.

ACTION/FOLLOW-UP: None.

TOPIC: NBCOT Annual Conference

FINDINGS/CONCLUSIONS: Annual Conference scheduled for October 24-25, 2008 in Phoenix. WVBOT should be represented. Registration and travel arrangements made for Phil to attend. Phil attended conference; gave overview. Copies of conference notes copied for file to be kept at Board office.

ACTION/FOLLOW-UP: None.

TOPIC: BRIM On-Line Driver Training

FINDINGS/CONCLUSIONS: Required on-line training for all employees who drive a state vehicle, or who drive their personal vehicle and are reimbursed by the state. Employees have until June 30, 2009 to complete their training. Login instructions distributed. Kathy and Vonda have completed training.

ACTION/FOLLOW-UP: All members to complete on-line training by 6/30/09.

TOPIC: Infineon, Inc. 2009 plans/rates

FINDINGS/CONCLUSIONS: Infineon, Inc. (previously Easy Computer) has submitted proposal for 2009 rates for website support agreement. Gene motioned to renew contract with Infineon at the monthly rate of \$69. Phil seconded. Vote 4-0. Paperwork completed to renew contract.

ACTION/FOLLOW-UP: None.

TOPIC: Review Medicare and Ethics courses for CE credit

FINDINGS/CONCLUSIONS: Reviewed request by OT to accept Medicare course for CE credit. Marty motioned not to accept Medicare or ethics courses for CE credit consistent with current position statement. Phil seconded. Vote 4-0. Written response mailed to licensee 2-3-09.

ACTION/FOLLOW-UP: None.

TOPIC: Review of Legislative Rules

FINDINGS/CONCLUSIONS: Began review of current Legislative Rules. Initial modifications to be consistent with revised Practice Act were emailed to Board members 3-5-09.

ACTION/FOLLOW-UP: Board members to review revisions prior to next meeting.

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made on the Purchase Card since the last board meeting.

TREASURER'S REPORT

Cash Balance as of March 1, 2009

\$ 135,175.46

DEPOSITS SINCE LAST BOARD MEETING

February 5, 2009 \$ 860.00

February 27, 2009 2,995.00

TOTAL DEPOSITS \$ 3,855.00

DISBURSEMENTS SINCE LAST BOARD MEETING

January \$ 5,011.97

February 6,375.76

NEW BUSINESS (cont'd)

TOPIC: FY 2010 Budget

FINDINGS/CONCLUSIONS: Budget will be prepared in April. Include new desktop computer and an additional laptop for Board member use. Need to consider possible renewal fee reductions as part of implementation of biennial renewal.

ACTION/FOLLOW-UP: Vonda to calculate potential fee reductions and make proposal to Board prior to submitting budget.

TOPIC: Mid-year newsletter

FINDINGS/CONCLUSIONS: Suggestion was made to wait until May to publish mid-year newsletter to include final result of Practice Act bill, with highlights of changes, and Legislative Rule update.

ACTION/FOLLOW-UP: Vonda to draft newsletter for May Board meeting.

financial

VENDOR	DATE REC'D	AMOUNT	NOTE
1 IS&C	2/5/09	\$125.00	EDP Accounting services – 2nd quarter 2009
2 Auditor's Office	2/10/09	7.00	Transactions for January 2009
3 IS&C	2/23/09	56.85	WVFIMS transactions for Dec 2008 and system support
4 Auditor's Office	3/12/09	22.00	Transactions for February 2009

Phil motioned to pay all bills. Brenda seconded. Vote 5-0.

Correspondence

	<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1	Purchasing Division	2/2/2009	The Buyers Network - February 2009 issue
2	Public Retirement Board	2/9/2009	Increase in Employer contribution rate from 10.5% to 11%
3	Grady Bowyer	2/17/2009	HB 2403 - Rewrite of Article 1 of Chapter 30
4	Brickstreet	2/17/2009	\$16 refund for actual vs. estimated premium
5	Grady Bowyer	2/17/2009	HB2539 to allow Boards to combine administrative staff functions.
6	Stateline	2/19/2009	January 2009 issue
7	Puchasing Division	2/27/2009	The Buyers Network - March 2009 issue
8	WVOTA	3/2/2009	New WVOTA website
9	PEIA	3/2/2009	Open Enrollment Benefit Coordination Training
10	AOTA	3/2/2009	State Policy Update - February 2009
	WV Assoc of Licensing		
11	Boards	3/3/2009	Agenda for 3/13/09 meeting
12	NPDB-HIPDB	3/4/2009	Data Bank News - January 2009
13	Brickstreet	2/2/2009	Renewal Quote Proposal
14	Grady Bowyer	3/10/2009	SB429 - creation of a statewide credentialing verification organization
15	Grady Bowyer	12/8/2008	Per Diem pay for Board members
16	NBCOT	3/11/2009	Survey Complete by 3/27/09

ACTIONS ARE IN BOLD

Meeting adjourned at 2:30 p.m. following the signing of applications. The next regular Board meeting is scheduled for Friday, May 1, 2009 at 11:00 a.m. at the Morgantown office.



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WVBOT MINUTES: January 30, 2009

MEMBERS PRESENT: Marty Douglas, Phil Simpson, Gene Brooks, Kathy Quesenberry

ABSENT: Brenda Hambric

ALSO PRESENT: Vonda Malnikoff

MEETING CALLED TO ORDER: 11:10 a.m.

Marty motioned to approve November 7, 2008 minutes. Phil seconded. Vote 4-0.

Phil motioned to enter Executive Session at 11:25 am. Gene seconded. Vote 4-0.

EXECUTIVE SESSION

Issue 2008 #49 – Complaint

Marty motioned to end Executive session at 11:27 am. Gene seconded. Vote 4-0.

OLD BUSINESS

TOPIC: Process for Code / Rule changes.

FINDINGS/CONCLUSIONS: Based on discussions with the House Government Organization Committee, we need to formulate our proposal for Code changes and submit to the Committee prior to the end of the 2008 Legislative Session to determine need for a study resolution. This study would be conducted by the Legislative Auditor's office during 2008 interim, to be introduced into the 2009 Legislative Session. Code changes need to be approved prior to introducing Legislative Rule changes. Meeting held December 3, 2007 to continue review of current Practice Act, using AOTA Model Practice Act as a guide. Draft was sent to AG for review and comment. Received and reviewed AG comments for sections 30-28-16 forward. Conference call was held on January 28, 2008 to review AG comments on remaining sections. Final draft was mailed to the Chairs of the House Government Organization Committee on February 5, 2008. Chairman has requested that the study (HCR 91) be assigned to the committee during the 2008 interims. A summary of major changes and draft copy was emailed to House Government Organization Committee on 4/23/08. Marty presented an overview at June interims meeting of legislative sub-committee assigned HCR91. Information meetings have been held in Princeton, Charleston, Wheeling, and Morgantown, Parkersburg and Huntington. A conference call was organized by WVOTA with WVPTA to get feedback regarding proposed changes. Kathy and Marty attended Legislative subcommittee meeting on November 16, 2008. The draft Practice Act was approved by the Joint Committee and will be introduced in the 2009 Legislative Session.

ACTION/FOLLOW-UP: Information meeting still needs to be scheduled in Eastern Panhandle. The bill will be introduced in the House in mid to late February. A Board representative needs to be available for House and Senate Committee meetings.

TOPIC: Status of Senate bill 278 / House bill 4129

FINDINGS/CONCLUSIONS: Bill is related to the establishment of special volunteer licenses for health care professionals donating their expertise for the care and treatment of indigent and needy patients in the clinic setting. Bill passed 3/8/08.

ACTION/FOLLOW-UP: Gene motioned to accept format of Volunteer license card. Phil seconded. Vote 4-0.

TOPIC: NBCOT Annual Conference

FINDINGS/CONCLUSIONS: Annual Conference scheduled for October 24-25, 2008 in Phoenix. WV BOT should be represented. Registration and travel arrangements made for Phil to attend. Phil attended conference; gave overview.

ACTION/FOLLOW-UP: Copies of conference notes copied for file to be kept at Board office.

TOPIC: BRIM On-Line Driver Training

FINDINGS/CONCLUSIONS: Required on-line training for all employees who drive a state vehicle, or who drive their personal vehicle and are reimbursed by the state. Employees have until June 30, 2009 to complete their training. Login instructions distributed. Kathy and Vonda have completed training.

ACTION/FOLLOW-UP: All members to complete on-line training by 6/30/09.

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made on the Purchase Card since the last board meeting. Gene motioned to accept all purchases. Marty seconded. Vote 4-0.

TREASURER'S REPORT

Cash Balance as of January 28, 2009
\$ 137,696.22

DEPOSITS SINCE LAST BOARD MEETING

November 6, 2008	\$ 3,090.00
November 13, 2008	4,120.00
November 20, 2008	6,152.00
November 26, 2008	5,570.00
December 4, 2008	11,020.00
December 11, 2008	9,440.00
December 18, 2008	9,820.00
December 23, 2008	5,500.00
December 31, 2008	5,310.00
January 8, 2008	4,310.00
January 22, 2008	1,570.00

TOTAL DEPOSITS \$65,902.00

DISBURSEMENTS SINCE LAST BOARD MEETING

October	\$ 7,258.92
November	7,664.94
December	3,865.62

NEW BUSINESS

TOPIC: Elect Offices for 2009

FINDINGS/CONCLUSIONS: Gene motioned to keep current officers for 2009. Phil seconded. Vote 4-0.

ACTION/FOLLOW-UP: None.

TOPIC: Infineon, Inc. 2009 plans/rates

FINDINGS/CONCLUSIONS: Infineon, Inc. (previously Easy Computer) has submitted proposal for 2009 rates for website support agreement. Gene motioned to renew contract with Infineon at the monthly rate of \$69. Phil seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to complete paperwork to renew contract.

TOPIC: 2009 License Renewal Update

FINDINGS/CONCLUSIONS: Number of licensees as of 1/12/09: 470 OT's, 272 OTA's.
Non-renewal letters mailed 1/8/09.

ACTION/FOLLOW-UP: None.

TOPIC: Review Medicare and Ethics courses for CE credit

FINDINGS/CONCLUSIONS: Reviewed request by OT to accept Medicare course for CE credit. Marty motioned not to accept Medicare or ethics courses for CE credit consistent with current position statement. Phil seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to respond to OT.

TOPIC: Review of Legislative Rules

FINDINGS/CONCLUSIONS: Began review of current Legislative Rules.

ACTION/FOLLOW-UP: Vonda to make initial modifications to Rules consistent with revised Practice Act being introduced in 2009 Legislative Session. Draft to be emailed to Board members for review prior to next Board meeting.

financial

VENDOR	DATE REC'D	AMOUNT	NOTE
1 IS&C	11/10/2008	\$75.00	EDP Accounting services - 1st quarter 2009
2 IS&C	11/10/2008	\$16.29	WVFIMS transactions for Sept 2008 + July/Aug rate adjustment
3 Auditor's Office	11/12/2008	\$10.00	Transactions for October 2008
4 Attorney General Office	11/17/2008	\$63.00	October calls / research
5 IS&C	11/25/2008	\$19.13	WVFIMS transactions for Oct 2008
6 Auditor's Office	12/11/2008	\$17.00	Transactions for November 2008
7 IS&C	12/15/2008	\$17.68	WVFIMS transactions for Nov 2008
8 Attorney General Office	12/16/2008	\$7.00	November call
9 Auditor's Office	1/12/2009	\$12.00	Transactions for December 2008
10 Division of Personnel	1/21/2009	\$32.50	personnel billing for 3rd qtr fte's
11 IS&C	1/29/2009	\$15.24	WVFIMS transactions for Dec 2008

Phil motioned to pay all bills. Gene seconded. Vote 4-0.

Correspondence

	<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1	Stateline	11/13/2008	October 2008 issue
2	AOTA	11/17/2008	AJOT Nov/Dec 2008 issue; AOTA documents; PAM position paper
3	Stateline	11/25/2008	November 2008 issue
4	Purchasing Division	12/1/2008	The Buyers Network - December 2008 issue
5	Grady Bowyer	12/11/2008	Rewrite of Article 1 of Chapter 30 (Code for all Licensing Boards)
6	WV Board of Optometry	12/15/2008	Request to consolidate resources
7	NBCOT	12/19/2008	Request for info regarding attendance at 2009 annual conference; Email response to NBCOT 2-2-09
8	Inside Brickstreet	12/29/2008	Winter 2008 issue
9	Purchasing Division	12/31/2008	The Buyers Network - January 2009 issue
10	Dept. of Administration	1/5/2009	Reduction in mileage reimbursement rate to 44.5 cents per mile
11	Office of the Attorney General	1/12/2009	Ethics Commission Opinion on Agendas and Executive Sessions; Follow up with Kate Campbell for clarification
12	Stateline	1/13/2009	December 2008 issue
13	NBCOT	1/22/2009	2009 Certification Examination Handbook & Application
14	Board of Risk & Insurance Mgmt	1/29/2009	FY 2010 premium

ACTIONS ARE IN BOLD

Meeting adjourned at 2:20 p.m. following the signing of applications. The next regular Board meeting is scheduled for Friday, March 13, 2009 at 11:00 a.m. at the Morgantown office.



3041 University Avenue
2nd Floor, Suite 6
Morgantown, WV 26505
304-285-3150
www.wvbot.org

WVBOT MINUTES: November 7, 2008

MEMBERS PRESENT: Marty Douglas, Phil Simpson, Gene Brooks, Kathy Quesenberry

ABSENT: Brenda Hambric

ALSO PRESENT: Vonda Malnikoff

MEETING CALLED TO ORDER: 11:00 a.m.

Marty motioned to approve September 26, 2008 minutes. Gene seconded. Vote 4-0

Gene motioned to enter Executive Session at 11:25 am. Phil seconded. Vote 4-0.

EXECUTIVE SESSION

Issue 2008 #44 – Dismissal Order mailed to licensee. **Case closed.**

Marty motioned to end Executive session at 11:30 am. Phil seconded. Vote 4-0.

OLD BUSINESS

TOPIC: Process for Code / Rule changes.

FINDINGS/CONCLUSIONS: Based on discussions with the House Government Organization Committee, we need to formulate our proposal for Code changes and submit to the Committee prior to the end of the 2008 Legislative Session to determine need for a study resolution. This study would be conducted by the Legislative Auditor's office during 2008 interim, to be introduced into the 2009 Legislative Session. Code changes need to be approved prior to introducing Legislative Rule changes. Meeting held December 3, 2007 to continue review of current Practice Act, using AOTA Model Practice Act as a guide. Draft was sent to AG for review and comment. Received and reviewed AG comments for sections 30-28-16 forward. Conference call was held on January 28, 2008 to review AG comments on remaining sections. Final draft was mailed to the Chairs of the House Government Organization Committee on February 5, 2008. Chairman has requested that the study (HCR 91) be assigned to the committee during the 2008 interims. A summary of major changes and draft copy was emailed to House Government Organization Committee on 4/23/08. Marty presented an overview at June interims meeting of legislative sub-committee assigned HCR91. Information meetings have been held in Princeton, Charleston, Wheeling, and Morgantown, Parkersburg and Huntington. A conference call was organized by WVOTA with WVPTA to get feedback regarding proposed changes.

ACTION/FOLLOW-UP: Latest draft of proposal from House Government Organization Committee was reviewed. Vonda to forward comments in preparation for November interim committee meeting to be held on Sunday, November 16, 2008 at the Capitol. Kathy and Marty to attend meeting to answer Legislator questions. It was agreed to wait until early 2009 to hold meeting in Eastern Panhandle.

TOPIC: Status of Senate bill 278 / House bill 4129

FINDINGS/CONCLUSIONS: Bill is related to the establishment of special volunteer licenses for health care professionals donating their expertise for the care and treatment of indigent and needy patients in the clinic setting. Bill passed 3/8/08.

ACTION/FOLLOW-UP: Vonda to follow implementation of code and make licensure process changes as necessary to track volunteer licensees. Establish new series of license numbers beginning with 'V' and develop new license card clearly marked as "Volunteer".

TOPIC: WVOTA Annual Conference

FINDINGS/CONCLUSIONS: Annual Conference scheduled for October 18, 2008 in Morgantown. WVBOT should be prepared to give an update regarding Practice Act bill and ways WVOTA/practitioners can support the bill. Presentation was reviewed. Marty presented update at conference.

ACTION/FOLLOW-UP: None.

TOPIC: NBCOT Annual Conference

FINDINGS/CONCLUSIONS: Annual Conference scheduled for October 24-25, 2008 in Phoenix. WVBOT should be represented. Registration and travel arrangements made for Phil to attend. Phil attended conference; gave overview.

ACTION/FOLLOW-UP: Phil to summarize key points for distribution to Board.

TOPIC: Renewal Newsletter

FINDINGS/CONCLUSIONS: Newsletter reviewed and approved for mailing with renewal applications. Newsletter and renewal applications mailed October 9, 2008.

ACTION/FOLLOW-UP: None.

TOPIC: BRIM On-Line Driver Training

FINDINGS/CONCLUSIONS: Required on-line training for all employees who drive a state vehicle, or who drive their personal vehicle and are reimbursed by the state. Employees have until June 30, 2009 to complete their training. Login instructions distributed. Kathy and Vonda have completed training.

ACTION/FOLLOW-UP: All members to complete on-line training by 6/30/09.

TOPIC: Process for reviewing Legislative Rules

FINDINGS/CONCLUSIONS: Date for filing Agency approved rules with the Secretary of State and Legislative Rule Making Review Committee will be around the end of August 2009, which must follow a 30-day comment period. Therefore, Rules will have to be filed for comment period before the end of July 2009. It was agreed that we should wait until we receive a final draft of the Practice Act before beginning review of the Rules.

ACTION/FOLLOW-UP: None.

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made on the Purchase Card since the last board meeting. Phil motioned to accept all purchases. Gene seconded. Vote 4-0

TREASURER'S REPORT

Cash Balance as of November 3, 2008
\$ 86,846.75

DEPOSITS SINCE LAST BOARD MEETING

October 9, 2008	\$ 1,495.00
October 16, 2008	1,280.00
October 23, 2008	2,110.00
October 30, 2008	2,690.00

TOTAL DEPOSITS \$ 7,575.00

DISBURSEMENTS SINCE LAST BOARD MEETING

September \$ 6,329.12

NEW BUSINESS

TOPIC: Approval of Continuing Education Providers

FINDINGS/CONCLUSIONS: Discussed the merit of beginning to review and approve providers/courses for continuing education based on a question raised during the review of the Practice Act. The Board does not believe there is a benefit to doing this, nor is it practical within the current budget/staffing with the wide variety of continuing education opportunities that exist.

ACTION/FOLLOW-UP: None.

TOPIC: Providing Licensee Mailing List to WVOTA

FINDINGS/CONCLUSIONS: Discussed waiving the fee to provide WVOTA with the licensee mailing list. It was also proposed that the Board renewal newsletter be mailed earlier in 2009 to announce the annual WVOTA conference held in October. Marty motioned to waive the fee to provide WVOTA with licensee mailing list. The mailing list would only include licensees who have opted to be on the third party mailing list. Phil seconded the motion. Vote 4-0

ACTION/FOLLOW-UP: None.

financial

VENDOR	DATE REC'D	AMOUNT	NOTE
1 IS&C	9/29/2008	\$14.57	WVFIMS transactions for August 2008
2 Division of Personnel	10/14/2008	\$32.50	Personnel billing for 2nd Qtr FTE's
3 Auditor's Office	10/14/2008	\$20.00	Transactions for September 2008

Marty motioned to pay all bills. Gene seconded. Vote 4-0.

correspondence

	<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1	Purchasing Division	10/3/2008	The Buyers Network - October 2008 issue
2	WV Assoc of Licensing Boards	10/6/2008	October Meeting Minutes
3	Brickstreet	10/6/2008	Notice of Annual Meeting
4	NPDB-HIPDB	10/8/2008	Data Bank News - October 2008
5	Office of Technology	10/9/2008	Policy re: Information Security
6	Office of Technology	10/27/2008	Schedule of Rates - July 1, 2008
7	WVOTA	11/3/2008	notice of WVOTA meeting in Beckley on 11/8/08
8	Purchasing Division	11/3/2008	The Buyers Network - November 2008 issue
9	AOTA	11/3/2008	State Policy Update - October 2008 issue
10	NBCOT	11/6/2008	Report to the Profession - Fall/Winter 2008

ACTIONS ARE IN BOLD

Meeting adjourned at 2:30 p.m. following the signing of applications. The next regular Board meeting is scheduled for Friday, January 16, 2009 at 11:00 a.m. at the Morgantown office.



3041 University Avenue
2nd Floor, Suite 6
Morgantown, WV 26505
304-285-3150
www.wvbot.org

WVBOT MINUTES: September 26, 2008

MEMBERS PRESENT: Marty Douglas, Phil Simpson, Gene Brooks, Brenda Hambric
Kathy Quesenberry (via teleconference)

ABSENT:

ALSO PRESENT: Vonda Malnikoff, Diana Davis (WVOTA)

MEETING CALLED TO ORDER: 11:05 a.m.

PUBLIC COMMENT PERIOD

Diana Davis, WVOTA president, attended meeting to discuss feedback from Physical Therapy Association regarding our proposed changes to the OT Practice Act. WVPTA has no issue with removing the referral requirement. Their remaining questions relate to whether or not certain activities listed in the scope of practice are supported by entry level education or require additional training or specialty certification.

Gene motioned to enter Executive Session at 11:45 am. Phil seconded. Vote 5-0.

EXECUTIVE SESSION

Issue 2008 #44 – DHHR referral. Reviewed investigation results and recommendation.

Issue 2008 #46 – Limited permit void. **Case closed.**

Issue 2008 #47 – Limited permit void. **Case closed.**

Issue 2008 #48 – Reciprocity expired. **Case closed.**

Phil motioned to end Executive session at 11:50 am. Brenda seconded. Vote 5-0.

Gene motioned to accept investigator recommendation regarding Issue 2008#44 and dismiss complaint. Phil seconded. Vote 4-0. **Vonda to mail Dismissal Order to licensee.**

Marty motioned to approve June 13, 2008 minutes. Gene seconded. Vote 4-0

OLD BUSINESS

TOPIC: Process for Code / Rule changes.

FINDINGS/CONCLUSIONS: Based on discussions with the House Government Organization Committee, we need to formulate our proposal for Code changes and submit to the Committee prior to the end of the 2008 Legislative Session to determine need for a study resolution. This study would be conducted by the Legislative Auditor's office during 2008 interim, to be introduced into the 2009 Legislative Session. Code changes need to be approved prior to introducing Legislative Rule changes. Meeting held December 3, 2007 to continue review of current Practice Act, using AOTA Model Practice Act as a guide. Draft was sent to AG for review and comment. Received and reviewed AG comments for sections 30-28-16 forward. Conference call was held on January 28, 2008 to review AG comments on remaining sections. Final draft was mailed to the Chairs of the House Government Organization Committee on February 5, 2008. Chairman has requested that the study (HCR 91) be assigned to the committee during the 2008 interims. A summary of major changes and draft copy was emailed to House Government Organization Committee on 4/23/08. Marty presented an overview at June interims meeting of legislative sub-committee assigned HCR91. Information meetings have been held in Princeton, Charleston, Wheeling, and Morgantown, Parkersburg and Huntington. A conference call was organized by WVOTA with WVPTA to get feedback regarding proposed changes.

ACTION/FOLLOW-UP: Additional meeting to be scheduled in Eastern Panhandle. The Government Organization Committee is in the process of completing their study and draft. Upon receipt of draft, a meeting or conference call will be scheduled to review the recommendations.

TOPIC: Status of Senate bill 278 / House bill 4129

FINDINGS/CONCLUSIONS: Bill is related to the establishment of special volunteer licenses for health care professionals donating their expertise for the care and treatment of indigent and needy patients in the clinic setting. Bill passed 3/8/08.

ACTION/FOLLOW-UP: Vonda to follow implementation of code and make licensure process changes as necessary to track volunteer licensees. Establish new series of license numbers beginning with 'V' and develop new license card clearly marked as "Volunteer".

TOPIC: Laptop purchase

FINDINGS/CONCLUSIONS: After experiencing problems with the Board's laptop, it was taken in for service. Attempts to repair were unsuccessful. The technician advised replacing it, as it would continue to be unreliable and is obsolete. Brenda motioned to allow Vonda to purchase a new laptop after researching spec's and operating system options (Vista vs. XP). Gene seconded. Vote 5-0. Laptop was purchased and received in July.

ACTION/FOLLOW-UP: None.

TOPIC: WVOTA Annual Conference

FINDINGS/CONCLUSIONS: Annual Conference scheduled for October 18, 2008 in Morgantown. WVBOT should be prepared to give an update regarding Practice Act bill and ways WVOTA/practitioners can support the bill. Presentation was reviewed.

ACTION/FOLLOW-UP: Marty to present update at conference.

TOPIC: NBCOT Annual Conference

FINDINGS/CONCLUSIONS: Annual Conference scheduled for October 24-25, 2008 in Phoenix. WVBOT should be represented. Registration and travel arrangements made for Phil to attend.

ACTION/FOLLOW-UP: Phil to attend conference.

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made on the Purchase Card since the last board meeting. Gene motioned to accept all purchases. Phil seconded. Vote 4-0

TREASURER'S REPORT

Cash Balance as of September 1, 2008
\$ 91,029.79

DEPOSITS SINCE LAST BOARD MEETING

June 12, 2008	\$ 2,315.00
June 26, 2008	1,810.00
July 3, 2008	1,140.00
July 16, 2008	1,630.00
July 30, 2008	1,250.00
August 14, 2008	1,490.00
August 29, 2008	1,700.00
September 11, 2008	910.00
September 25, 2008	920.00

TOTAL DEPOSITS \$13,165.00

DISBURSEMENTS SINCE LAST BOARD MEETING

June	\$ 6,663.19
July	5,535.16
August	4,321.09

NEW BUSINESS

TOPIC: FY 2008 Annual Report

FINDINGS/CONCLUSIONS: Annual report submitted electronically 8/28/08. Can be viewed at www.legis.state.wv.us/Reports/Agency_Reports/agencylist_all.cfm.

ACTION/FOLLOW-UP: None.

TOPIC: Renewal Newsletter

FINDINGS/CONCLUSIONS: Newsletter reviewed and approved for mailing with renewal applications.

ACTION/FOLLOW-UP: Vonda to mail newsletter and renewal applications in mid-October.

TOPIC: BRIM On-Line Driver Training

FINDINGS/CONCLUSIONS: Required on-line training for all employees who drive a state vehicle, or who drive their personal vehicle and are reimbursed by the state. Employees have until June 30, 2009 to complete their training. Login instructions distributed.

ACTION/FOLLOW-UP: All members to complete on-line training by 6/30/09.

TOPIC: Process for reviewing Legislative Rules

FINDINGS/CONCLUSIONS: Date for filing Agency approved rules with the Secretary of State and Legislative Rule Making Review Committee will be around the end of August 2009, which must follow a 30-day comment period. Therefore, Rules will have to be filed for comment period before the end of July 2009.

ACTION/FOLLOW-UP: It was agreed that we should wait until we receive a final draft of the Practice Act before beginning review of the Rules.

financial

	VENDOR	DATE REC'D	AMOUNT	NOTE
1	Auditor's Office	6/16/2008	\$7.00	Transactions for May 2008
2	IS&C	6/23/2008	\$13.75	WVFIMS transactions for May 2008
3	Auditor's Office	7/14/2008	\$25.00	Transactions for June 2008
4	IS&C	7/16/2008	\$17.88	WVFIMS transactions for June 2008
5	IS&C	7/21/2008	\$125.00	EDP Accounting Services - 4th qtr
6	Auditor's Office	8/12/2008	\$10.00	Transactions for July 2008
7	Division of Personnel	8/14/2008	\$32.50	Personnel billing for 1st Qtr FTE's
8	Auditor's Office	9/15/2008	\$12.00	Transactions for August 2008
9	IS&C	9/26/2008	\$14.27	WVFIMS transactions for July 2008

Brenda motioned to pay all bills. Phil seconded. Vote 4-0.

correspondence

	<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1	Stateline	6/23/2008	May 2008 issue
2	NPDB-HIPDB	6/23/2008	July 2008 Data Bank News
3	BRIM	6/23/2008	Certificate of Liability Insurance
4	Offices of the Ins. Commissioner	6/26/2008	new fee schedule for WC maximum reimbursement
5	Inside Brickstreet	7/1/2008	Summer 2008 issue
6	Stateline	7/8/2008	June 2008 issue
7	WV Legislature	7/9/2008	Request for information re: outstanding loans Response mailed 7/9/08
8	Purchasing Division	7/8/2008	The Buyers Network - July 2008 issue
9	Attorney General's Office	7/21/2008	AG's Opinion re: Merit increases for Board employees

10	WV Ethics Commission	7/28/2008	June 2008 newsletter
11	Purchasing Division	8/5/2008	The Buyers Network - August 2008 issue
12	AOTA State Policy Update	8/5/2008	July issue
13	Dept of Administration	8/7/2008	Comment period for proposed procedural rules related to eligible employees being compensated for unused sick leave
14	Stateline	8/11/2008	July 2008 issue
15	State Auditor's Office	8/11/2008	Request for information update
			Email response 8/11/08
16	AOTA	8/11/2008	<i>Reference Guide to the Occupational Therapy Ethics Standards</i> available for purchase through the AOTA store
17	Brickstreet	8/18/2008	Notice of Election of Board Members
18	CLEAR	8/20/2008	Informational brochure and annual conference flyer
19	State Purchasing Division	9/4/2008	The Buyers Network - September issue
20	Stateline	9/22/2008	August 2008 issue
21	Inside Brickstreet	9/22/2008	Fall 2008 issue

ACTIONS ARE IN BOLD

Meeting adjourned at 2:00 p.m. following the signing of applications. The next regular Board meeting is scheduled for Friday, November 7, 2008 at 11:00 a.m. at the Morgantown office.



3041 University Avenue
2nd Floor, Suite 6
Morgantown, WV 26505
304-285-3150
www.wvbot.org

WVBOT MINUTES: June 13, 2008

MEMBERS PRESENT: Kathy Quesenberry, Marty Douglas, Phil Simpson, Gene Brooks,
Brenda Hambric

ABSENT:

ALSO PRESENT: Vonda Malnikoff

MEETING CALLED TO ORDER: 11:05 a.m.

Gene motioned to approve April 4, 2008 minutes. Phil seconded. Vote 5-0

Marty motioned to enter Executive Session at 12:10 pm. Brenda seconded. Vote 5-0.

EXECUTIVE SESSION

Issue 2008 #44 – DHHR referral.

Issue 2008 #45 – Limited permit expired.

Gene motioned to end Executive session at 12:15 pm. Brenda seconded. Vote 5-0.

OLD BUSINESS

TOPIC: Process for Code / Rule changes.

FINDINGS/CONCLUSIONS: Based on discussions with the House Government Organization Committee, we need to formulate our proposal for Code changes and submit to the Committee prior to the end of the 2008 Legislative Session to determine need for a study resolution. This study would be conducted by the Legislative Auditor's office during 2008 interim, to be introduced into the 2009 Legislative Session. Code changes need to be approved prior to introducing Legislative Rule changes. Meeting held December 3, 2007 to continue review of current Practice Act, using AOTA Model Practice Act as a guide. Draft was sent to AG for review and comment. Received and reviewed AG comments for sections 30-28-16 forward. Conference call was held on January 28, 2008 to review AG comments on remaining sections. Final draft was mailed to the Chairs of the House Government Organization Committee on February 5, 2008. Chairman has requested that the study (HCR 91) be assigned to the committee during the 2008 interims. A summary of major changes and draft copy was emailed to House Government Organization Committee on 4/23/08. The Board has been asked to present overview at June interims meeting of legislative sub-committee assigned HCR91. Information meetings have been held in Princeton, Charleston, Wheeling, and Morgantown. Additional meetings scheduled in Parkersburg and Huntington.

ACTION/FOLLOW-UP: Marty to present proposed Practice Act changes to legislative sub-committee on 6/23/08 during June interims meeting. Gene and Brenda may also attend. Vonda to schedule state meeting in Eastern Panhandle.

TOPIC: Position Statement re: Electronic Signatures

FINDINGS/CONCLUSIONS: Frequent questions from the field are being asked regarding the use of electronic notes / signatures in the supervision process. Marty presented a draft Position Statement. Minor revisions were proposed. Phil motioned to approve Position Statement as revised. Gene seconded. Vote 4-0. Position statement published in April newsletter.

ACTION/FOLLOW-UP: None.

TOPIC: Office lease

FINDINGS/CONCLUSIONS: Gene motioned to renew office lease for three year term at current rate if agreeable to lessor, but with approval to add cost of living increase if necessary. Marty seconded. Vote 5-0. Landlord proposed increase to \$425 monthly rent to capture cost of living increases for past two years. Gene motioned to approve. Phil seconded. Vote 4-0. Contract finalized.

ACTION/FOLLOW-UP: None.

TOPIC: Spring Newsletter

FINDINGS/CONCLUSIONS: Ideas for Spring newsletter discussed. Draft newsletter reviewed. Newsletter mailed 4/21/08.

ACTION/FOLLOW-UP: None.

TOPIC: Status of Senate bill 278 / House bill 4129

FINDINGS/CONCLUSIONS: Bill is related to the establishment of special volunteer licenses for health care professionals donating their expertise for the care and treatment of indigent and needy patients in the clinic setting. Bill passed 3/8/08.

ACTION/FOLLOW-UP: Vonda to follow implementation of code and make licensure process changes as necessary to track volunteer licensees. Establish new series of license numbers beginning with 'V' and develop new license card clearly marked as "Volunteer".

TOPIC: Addition of Caller ID to phone service

FINDINGS/CONCLUSIONS: Caller ID would cost an additional \$2.50 / month. Gene motioned to add Caller ID to phone service. Phil seconded. Vote 4-0. Telecommunication Change Request completed; Caller ID installed.

ACTION/FOLLOW-UP: None.

TOPIC: FY 2009 Budget

FINDINGS/CONCLUSIONS: Budget is due to the State Budget Office by May 1st. Vonda requested that the Board approve adding the cost of PEIA health insurance for the Executive Secretary position. Gene motioned to approve. Marty seconded. Vote 4-0. Budget submitted 4/17/08.

ACTION/FOLLOW-UP: None.

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made on the Purchase Card since the last board meeting. Marty motioned to accept all purchases. Phil seconded. Vote 5-0

TREASURER'S REPORT

Cash Balance as of May 31, 2008

\$ 97,704.23

DEPOSITS SINCE LAST BOARD MEETING

April 3, 2008	\$ 695.00
April 10, 2008	1,290.00
April 24, 2008	1,170.00
May 8, 2008	910.00
May 28, 2008	2,225.00

TOTAL DEPOSITS \$ 6,290.00

DISBURSEMENTS SINCE LAST BOARD MEETING

April	\$ 7,101.62
May	\$ 3,899.05

NEW BUSINESS

TOPIC: Summer Office Hours

FINDINGS/CONCLUSIONS: Summer office hours, Tuesday – Thursday 8:00 am - 4:00 pm, are posted on the website.

ACTION/FOLLOW-UP: None.

TOPIC: Annual Safety Training

FINDINGS/CONCLUSIONS: Board reviewed Safety Policy and Safe Driving Tips as part of annual safety training.

ACTION/FOLLOW-UP: None.

TOPIC: Laptop purchase

FINDINGS/CONCLUSIONS: After experiencing problems with the Board's laptop, it was taken in for service. Attempts to repair were unsuccessful. The technician advised replacing it, as it would continue to be unreliable and is obsolete. Brenda motioned to allow Vonda to purchase a new laptop after researching spec's and operating system options (Vista vs. XP). Gene seconded. Vote 5-0.

ACTION/FOLLOW-UP: Vonda to research and purchase laptop.

TOPIC: WVOTA Annual Conference

FINDINGS/CONCLUSIONS: Annual Conference scheduled for October 18, 2008 in Morgantown. WVBOT should be prepared to give an update regarding Practice Act bill and ways WVOTA/practitioners can support the bill.

ACTION/FOLLOW-UP: Vonda to invite Diana Davis to next Board meeting to coordinate efforts with WVOTA. Marty to present update at conference.

TOPIC: NBCOT Annual Conference

FINDINGS/CONCLUSIONS: Annual Conference scheduled for October 24-25, 2008 in Phoenix. WVBOT should be represented.

ACTION/FOLLOW-UP: Vonda to coordinate registration for one person.

financial

	VENDOR	DATE REC'D	AMOUNT	NOTE
1	IS&C	4/9/2008	\$133.61	WVFIMS transactions for Feb 2008; technical consultant for IP address issue
	WV Assoc of			
2	Lic Bds	4/10/2008	\$35.00	Annual Association dues
3	Auditor's Office	4/15/2008	\$10.00	Transactions for March 2008
4	IS&C	4/23/2008	\$125.00	EDP Accounting Services - 3rd qtr
	Division of			
5	Personnel	4/24/2008	\$32.50	personnel billing for 4th qtr
6	IS&C	4/30/2008	\$13.71	WVFIMS transactions for March 2008
7	Auditor's Office	5/12/2008	\$20.00	Transactions for April 2008
8	AG's office	5/12/2008	\$7.00	review of Board meeting minutes
9	IS&C	6/4/2008	\$16.40	WVFIMS transactions for April 2008
10	Brickstreet	6/4/2008	\$185.50	Installment payment for coverage period 3/29/08-3/29/09

Marty motioned to pay all bills. Phil seconded. Vote 5-0.

correspondence

	<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1	NPDB-HIPDB	4/7/2008	April 2008 Data Bank News
2	BRIM	4/10/2008	FY 2009 Insurance Premium notice
3	Brickstreet	4/10/2008	Workers Comp. Insurance policy
4	Documentation of OTR question	4/15/2008	question regarding physical location vs. mailing address
5	AOTA State Policy Update	4/21/2008	VA passes OTA lic; Call for uniform, broad scopes of practice
6	Brickstreet	4/23/2008	Early Claim Reporting brochure
7	PESI Healthcare	5/5/2008	Wound Care Challenges seminar
8	Stateline	5/8/2008	April 2008 Issue
9	Brickstreet	5/12/2008	New WC rates effective 7/1/08
10	CLEAR	5/19/2008	Annual Conference
11	WV Purchasing Division	6/3/2008	The Buyers Network June 2008
12	WV Dept of Administration	6/4/2008	Comment period for Proposed Legislative Rules re: payment of unused sick leave for employees hired prior to 7/1/01
13	Legislative Auditor's Office	6/4/2008	Department of Administration survey for Performance Evaluation and Research Division review Completed 6/5/08

ACTIONS ARE IN BOLD

Meeting adjourned at 1:50 p.m. following the signing of applications. The next regular Board meeting is scheduled for Friday, September 19, 2008 at 11:00 a.m. at the Morgantown office.



3041 University Avenue
2nd Floor, Suite 6
Morgantown, WV 26505
304-285-3150
www.wvbot.org

WVBOT MINUTES: April 4, 2008

MEMBERS PRESENT: Kathy Quesenberry, Marty Douglas, Phil Simpson, Gene Brooks,

ABSENT: Brenda Hambric

ALSO PRESENT: Vonda Malnikoff

MEETING CALLED TO ORDER: 11:10 a.m.

Gene motioned to approve January 11, 2008 minutes. Marty seconded. Vote 4-0

Marty motioned to enter Executive Session at 11:50 am. Phil seconded. Vote 4-0.

EXECUTIVE SESSION

Issue 2008 #41 – Complaint. Reviewed investigation results and recommendation.

Issue 2008 #42 – NSF check; **Case closed.**

Issue 2008 #43 – Limited permit expired; **Case closed.**

Gene motioned to end Executive session at 12:00 pm. Marty seconded. Vote 4-0.

Gene motioned to accept investigator recommendation regarding Issue 2008 #41 and dismiss complaint. Phil seconded. Vote 3-0. **Vonda to mail Dismissal Order to licensee.**

PUBLIC COMMENT PERIOD

Diana Davis, WVOTA President, noted that the WVOTA supports the changes to the Occupational Therapy Practice Act proposed by the Board. WVOTA will attempt to have representation and encourage members to attend information meetings held by the Board throughout the state. Annual WVOTA conference will be held in Morgantown in October.

OLD BUSINESS

TOPIC: Process for Code / Rule changes.

FINDINGS/CONCLUSIONS: Based on discussions with the House Government Organization Committee, we need to formulate our proposal for Code changes and submit to the Committee prior to the end of the 2008 Legislative Session to determine need for a study resolution. This study would be conducted by the Legislative Auditor's office during 2008 interim, to be introduced into the 2009 Legislative Session. Code changes need to be approved prior to introducing Legislative Rule changes. Meeting held December 3, 2007 to continue review of current Practice Act, using AOTA Model Practice Act as a guide. Draft was sent to AG for review and comment. Received and reviewed AG comments for sections 30-28-16 forward. Conference call was held on January 28, 2008 to review AG comments on remaining sections. Final draft was mailed to the Chairs of the House Government Organization Committee on February 5, 2008. Chairman has requested that the study (HCR 91) be assigned to the committee during the 2008 interims.

ACTION/FOLLOW-UP: Decision to authorize the study anticipated during the April interim meeting of the Joint Committee on Government and Finance. Vonda to send summary of major changes and draft copy of new language to House Government Organization Committee. Vonda to coordinate information meetings throughout the state to review proposed changes with practitioners.

TOPIC: Position Statement re: Electronic Signatures

FINDINGS/CONCLUSIONS: Frequent questions from the field are being asked regarding the use of electronic notes / signatures in the supervision process. Marty presented a draft Position Statement. Minor revisions were proposed. Phil motioned to approve Position Statement as revised. Gene seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to make changes and publish in April newsletter.

TOPIC: Office lease

FINDINGS/CONCLUSIONS: Gene motioned to renew office lease for three year term at current rate if agreeable to lessor, but with approval to add cost of living increase if necessary. Marty seconded. Vote 5-0. Landlord proposed increase to \$425 monthly rent to capture cost of living increases for past two years. Gene motioned to approve. Phil seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to finalize contract with Real Estate Division.

TOPIC: WVOTA invitation to OT Legislative Day

FINDINGS/CONCLUSIONS: E-mail from WVOTA president regarding OT Legislative Day in Charleston to be held 2/26/08 inviting WV BOT to participate. Board members cannot actively participate. **Email response sent 1/17/08.**

ACTION/FOLLOW-UP: None.

TOPIC: Spring Newsletter

FINDINGS/CONCLUSIONS: Ideas for Spring newsletter discussed. Draft newsletter reviewed.

ACTION/FOLLOW-UP: Vonda to finalize newsletter and mail by end of April.

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made on the Purchase Card since the last board meeting. Marty motioned to accept all purchases. Gene seconded. Vote 4-0

TREASURER'S REPORT

Cash Balance as of March 31, 2008

\$ 102,384.90

DEPOSITS SINCE LAST BOARD MEETING

January 4, 2008	\$ 4,070.00
January 17, 2008	1,920.00
January 31, 2008	1,494.00
February 7, 2008	640.00
February 20, 2008	960.00
March 6, 2008	850.00
March 20, 2008	1,290.00

TOTAL DEPOSITS \$ \$11,224.00

DISBURSEMENTS SINCE LAST BOARD MEETING

January	\$ 6,705.62
February	\$ 4,695.59
March	\$ 3,024.74

NEW BUSINESS

TOPIC: Purchasing Audit

FINDINGS/CONCLUSIONS: Findings of audit included not using statewide contract vendor for purchasing office supplies, not using internal source for outside printing jobs, not obtaining competitive bids for renewal of website contract, and not attending the annual Purchasing Conference. Written response to the review emailed on 2/11/08. Account has since been established with Office Max for ordering office supplies on state contract.

ACTION/FOLLOW-UP: None.

TOPIC: Website Contract

FINDINGS/CONCLUSIONS: Monthly cost of new contract with Easy Computer has significantly been reduced given that the Board's needs are now hosting and maintenance of website, as opposed to design. Reduced cost falls below amount requiring competitive bids. Marty motioned to approve new website contract. Phil seconded. Vote 4-0.

ACTION/FOLLOW-UP: None.

TOPIC: Status of Senate bill 278 / House bill 4129

FINDINGS/CONCLUSIONS: Bill is related to the establishment of special volunteer licenses for health care professionals donating their expertise for the care and treatment of indigent and needy patients in the clinic setting. Bill passed 3/8/08.

ACTION/FOLLOW-UP: Vonda to follow implementation of code and make licensure process changes as necessary to track volunteer licensees. Establish new series of license numbers beginning with 'V' and develop new license card clearly marked as "Volunteer".

TOPIC: Comcast Internet Service upgrade

FINDINGS/CONCLUSIONS: With the transition from Adelphia to Comcast, our internet service would need to be upgraded from Lite to Standard business class to continue to support a static IP address. The net price increase would be \$20 per month. A static IP address is not absolutely necessary, but would reduce the possibility of issues interfacing with the WVFIMS system for payment processing. Gene motioned to not upgrade at this point as we are not currently experiencing issues. Phil seconded. Vote 4-0.

ACTION/FOLLOW-UP: None.

TOPIC: Addition of Caller ID to phone service

FINDINGS/CONCLUSIONS: Caller ID would cost an additional \$2.50 / month. Gene motioned to add Caller ID to phone service. Phil seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to process TCR (Telecommunication Change Request).

TOPIC: FY 2009 Budget

FINDINGS/CONCLUSIONS: Budget is due to the State Budget Office by May 1st. Vonda requested that the Board approve adding the cost of PEIA health insurance for the Executive Secretary position. Gene motioned to approve. Marty seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to complete and submit budget by May 1st.

financial

VENDOR	DATE REC'D	AMOUNT	NOTE
1 AG's Office	1/23/2008	\$21.00	emails and review of board meeting minutes
2 IS&C	1/28/2008	\$150.00	EDP Accounting Services - 2nd Qtr 08
3 Division of Personnel	1/28/2008	\$32.50	Personnel billing for 3rd Qtr
4 Auditor's Office	2/13/2008	\$16.00	Transactions for January 2008
5 IS&C	2/14/2008	\$19.39	WVFIMS transactions for December 2007
6 AG's Office	2/14/2008	\$784.00	Review & correspondence related to Practice Act revisions
7 IS&C	3/11/2008	\$15.32	WVFIMS transactions for January 2008
8 Auditor's Office	3/12/2008	\$9.00	Transactions for February 2008

Marty motioned to pay all bills. Phil seconded. Vote 4-0.

correspondence

	<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1	Grady Bowyer	1/21/2008	Introduction of SB 278 re: special voluntary licenses
2	Brickstreet	1/22/2008	Premium adjustment / refund
3	AOTA State Policy Update	1/28/2008	January 2008 issue; mailed to board members 1-29-08
4	NBCOT	1/29/2008	2008 NBCOT annual conference announced
5	NPDB-HIPDB Data Bank News	2/14/2008	January issue
6	Stateline	2/13/2008	December 2007 issue
7	Stateline	2/11/2008	January 2008 issue
9	Denise Spatafore	3/10/2008	email regarding potential contract work as a hearing examiner
10	Stateline Leg Rule-Making Review	3/10/2008	February 2008 issue
11	Committee	3/11/2008	Filing deadline for Rules for 2009 Legislative Session
12	House Resolution No. 89	3/11/2008	Request for study of professional regulatory boards to clarify policy issues related to several issues for which disparity may exist among the boards.
13	State Auditor's Office	3/12/2008	P-card Internal Controls Workshop; mailed registration 3/12/08
14	NBCOT	3/24/2008	Spring/Summer 2008 Report to the Profession
15	Inside Brickstreet	3/26/2008	Spring 2008 issue
16	Brickstreet	4/1/2008	Certificate of Insurance 3/29/08 - 3/29/09

ACTIONS ARE IN BOLD

Meeting adjourned at 2:00 p.m. following the signing of applications. The next regular Board meeting is tentatively scheduled for Friday, June 6, 2008 at 11:00 a.m. at the Morgantown office.



3041 University Avenue
2nd Floor, Suite 6
Morgantown, WV 26505
304-285-3150
www.wvbot.org

WVBOT MINUTES: January 11, 2008

MEMBERS PRESENT: Kathy Quesenberry, Marty Douglas, Phil Simpson, Gene Brooks,
Brenda Hambric

ABSENT:

ALSO PRESENT: Vonda Malnikoff

MEETING CALLED TO ORDER: 11:00 a.m.

Marty motioned to approve November 2, 2007 minutes. Gene seconded. Vote 4-0
Phil motioned to approve December 3, 2007 minutes. Marty seconded. Vote 4-0

Gene motioned to enter Executive Session at 11:08 am. Phil seconded. Vote 4-0.

EXECUTIVE SESSION

Issue 2007 #31 – Complaint dismissed. **Case closed.**
Issue 2007 #37 – NSF check. **Case closed.**
Issue 2007 #38 – Reciprocity revoked. **Case closed.**
Issue 2007 #39 – Reciprocity expired. **Case closed.**
Issue 2007 #40 – Limited Permit void. **Case closed.**
Issue 2008 #41 – Complaint. Investigation Order initiated.

Phil motioned to end Executive session at 11:13 pm. Gene seconded. Vote 4-0.

OLD BUSINESS

TOPIC: Process for Code / Rule changes.

FINDINGS/CONCLUSIONS: Based on discussions with the House Government Organization Committee, we need to formulate our proposal for Code changes and submit to the Committee prior to the end of the 2008 Legislative Session to determine need for a study resolution. This study would be conducted by the Legislative Auditor's office during 2008 interim, to be introduced into the 2009 Legislative Session. Code changes need to be approved prior to introducing Legislative Rule changes. **Meeting held December 3, 2007 to continue review of current Practice Act, using AOTA Model Practice Act as a guide. Draft was sent to AG for review and comment. Received AG comments for sections 30-28-16 forward.**

ACTION/FOLLOW-UP: Vonda to make proposed changes based on review of AG comments, email to Board members, and coordinate conference call on 1/28/08 to complete review based on the remainder of comments to be forwarded by the AG's office.

TOPIC: DHHR Medical Evaluation form / Physician's referral

FINDINGS/CONCLUSIONS: OT practitioner asked if a WV DHHR annual medical evaluation that recommends Occupational Therapy for a student in a residential facility constitute a physician's referral for use in the school system? Upon review of the DHHR form, the Board agreed that this form does not constitute a physician's order that could be used in multiple settings. Gene motioned that the WVBOT would not endorse using the DHHR form as a physician's referral for the school system. Brenda seconded. Vote 4-0. Letter with Board's decision was mailed to practitioner 10/3/07. Additional information was presented from Health, Wellness & Nursing Director at residential facility. Use of this form had previously been approved for use as a physician's order in the school system by the WV Department of Education. Based on this information, the Board agreed to accept the use of this form in the school system for children residing in the residential facility, provided that Occupational Therapy

is checked as a Recommendation on the form, with the physician's signature. **Written response sent to facility and practitioner on 11-6-07.**

ACTION/FOLLOW-UP: None.

TOPIC: WVOTA Strategic Planning Meeting

FINDINGS/CONCLUSIONS: WVOTA is holding the first of three Strategic Planning Meetings in preparation of upcoming Code / Rule changes. The first meeting is scheduled for Saturday, November 10th at 1:00 p.m. at the Mountain State University OT lab in Beckley.

Brenda attended as WVBOT representative.

ACTION/FOLLOW-UP: None.

TOPIC: Position Statement re: Electronic Signatures

FINDINGS/CONCLUSIONS: Frequent questions from the field are being asked regarding the use of electronic notes / signatures in the supervision process.

ACTION/FOLLOW-UP: Draft Position Statement not completed. Marty to present draft for review at March board meeting.

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made on the Purchase Card since the last board meeting. Marty motioned to accept all purchases. Brenda seconded. Vote 5-0

TREASURER'S REPORT

Cash Balance as of December 31, 2007

\$ 105,676.85

DEPOSITS SINCE LAST BOARD MEETING

November 1, 2007	\$ 2,420.00
November 8, 2007	2,800.00
November 15, 2007	3,140.00
November 21, 2007	6,050.00
November 29, 2007	5,910.00
December 6, 2007	7,720.00
December 13, 2007	11,750.00
December 20, 2007	8,750.00
December 27, 2007	6,750.00

TOTAL DEPOSITS \$ 55,290.00

DISBURSEMENTS SINCE LAST BOARD MEETING

October	\$ 9,932.18
November	\$ 5,076.54
December	\$ 5,431.85

NEW BUSINESS

TOPIC: Elect Officers for 2008

FINDINGS/CONCLUSIONS: Phil motioned to keep current positions on the Board for 2008. Brenda seconded. Vote 5-0.

ACTION/FOLLOW-UP: None.

TOPIC: 2008 License Renewal Update

FINDINGS/CONCLUSIONS: OTR non-renewals: 28 of 462; COTA non-renewals: 40 of 271. Of these 40, eight are now OTR's and one is on active military duty. Non-renewal letters mailed 1/9/08.

ACTION/FOLLOW-UP: None.

TOPIC: Office lease

FINDINGS/CONCLUSIONS: Gene motioned to renew office lease for three year term at current rate if agreeable to lessor, but with approval to add cost of living increase if necessary. Marty seconded. Vote 5-0

ACTION/FOLLOW-UP: Vonda to discuss lease with landlord and file appropriate paperwork with State Department of Administration, Real Estate Division.

TOPIC: WVOTA invitation to OT Legislative Day

FINDINGS/CONCLUSIONS: E-mail from WVOTA president regarding OT Legislative Day in Charleston to be held 2/26/08 inviting WVBOT to participate. **Board members cannot actively participate.**

ACTION/FOLLOW-UP: Vonda to respond to WVOTA email.

TOPIC: Spring Newsletter

FINDINGS/CONCLUSIONS: Ideas for Spring newsletter discussed.

ACTION/FOLLOW-UP: Vonda to prepare draft for next Board meeting.

financial

VENDOR	DATE REC'D	AMOUNT	NOTE
1 IS&C	11/6/2007	\$17.79	WVFIMS transactions for Sep 2007
2 Auditor's Office	11/13/2007	\$11.00	Transactions for October 2007
3 AG's Office	11/13/2007	\$189.00	Question re: dismissal order, review of minutes, emails
4 UPS	11/19/2007	\$27.93	express envelope provided by applicant uncollectible; spoke with UPS; disregard invoice; UPS to resolve
5 IS&C	12/6/2007	\$17.39	WVFIMS transactions for Oct 2007
6 Auditor's Office	12/11/2007	\$18.00	Transactions for November 2007
7 AG's Office	12/12/2007	\$7.00	email re: board meeting
8 IS&C	12/26/2007	\$20.50	WVFIMS transactions for Nov 2007
9 BRIMS	1/10/2008	\$655.00	Quarterly insurance premium
10 Auditor's Office	1/10/2008	\$15.00	Transactions for December 2007

Marty motioned to pay all bills with the exception of #4. Phil seconded. Vote 5-0.

correspondence

	<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1	Grady Bowyer	11/5/2007	Ethics Commission opinion re: quorum for Board business
2	Brickstreet	11/7/2007	Audit Statement for 1/1-7/1/07 policy; add'l premium of \$16 paid on pcard 11/15/07
3	Stateline	11/8/2007	October 2007 issue
4	Office of the Attorney General	11/21/2007	New Rules of Procedure for Administrative Appeals, Ethics Commission Opinion on Quorum Issue, and Closure Orders
5	AOTA	12/4/2007	American Journal of Occupational Therapy - Nov/Dec 2007
6	NPDB-HIPDB WV DHHR Bureau for Child	12/20/2007	Oct/Nov 2007 Data Bank News
7	Support Enforcement	12/4/2007	New Hire Reporting Program; Filed on-line 12/28/07
8	Inside Brickstreet	1/3/2008	Winter 2007 issue
9	NBCOT	1/4/2008	Survey regarding location for 2008 Annual Conference
10	Purchasing Division	12/4/2007	Notice of change to fixed asset documentation requirements for computers

ACTIONS ARE IN BOLD

Meeting adjourned at 2:15 p.m. following the signing of applications. The next regular Board meeting will be held Friday, March 7, 2008 at 11:00 a.m. at the Morgantown office.



3041 University Avenue
2nd Floor, Suite 6
Morgantown, WV 26505
304-285-3150
www.wvbot.org

WVBOT MINUTES: December 3, 2007

MEMBERS PRESENT: Kathy Quesenberry, Phil Simpson, Martin Douglas, Brenda Hambrick

ABSENT: Gene Brooks

ALSO PRESENT: Diana Davis, Vonda Malnikoff

MEETING CALLED TO ORDER: 9:15 a.m.

OLD BUSINESS

TOPIC: Process for Code / Rule changes.

FINDINGS/CONCLUSIONS: Based on discussions with the House Government Organization Committee, we need to formulate our proposal for Code changes and submit to the Committee prior to the end of the 2008 Legislative Session to determine need for a study resolution. This study would be conducted by the Legislative Auditor's office during 2008 interim, to be introduced into the 2009 Legislative Session. Code changes need to be approved prior to introducing Legislative Rule changes. Plan is to continue to review Practice Act with intent to submit proposal to the House Government Organization Committee during 2008 Legislative Session. Review of Practice Act was completed, using AOTA Model Practice Act as a guide.

ACTION/FOLLOW-UP: Vonda to make proposed changes for final review at Board meeting in January. A draft is also to be sent to AG's office for review.

Meeting adjourned at 12:45 p.m. The next Board meeting will be held on Friday, January 11th at 11:00 a.m. at the Morgantown office.



3041 University Avenue
2nd Floor, Suite 6
Morgantown, WV 26505
304-285-3150
www.wvbot.org

WVBOT MINUTES: November 2, 2007

MEMBERS PRESENT: Kathy Quesenberry, Marty Douglas, Phil Simpson, Gene Brooks

ABSENT: Brenda Hambrick

ALSO PRESENT: Vonda Malnikoff

MEETING CALLED TO ORDER: 11:10 a.m.

Marty motioned to accept September 21, 2007 minutes. Phil seconded. Vote 4-0

Gene motioned to enter Executive Session at 11:43 am. Phil seconded. Vote 4-0.

EXECUTIVE SESSION

Issue 2007 #31 – Dismissal of complaint.

Issue 2007 #34 – Limited Permit expired.

Issue 2007 #35 – Limited Permit expired.

Issue 2007 #36 – Limited Permit void.

Phil motioned to end Executive session at 11:48 pm. Gene seconded. Vote 4-0.

Marty motioned to accept the Dismissal Order for Issue 2007 #31 from Executive Session and mail to licensee. Gene seconded. Vote 4-0.

OLD BUSINESS

TOPIC: Review of Legislative Rules / Practice Act

FINDINGS/CONCLUSIONS: Kathy proposed reviewing one section of Legislative Rules at each Board meeting in preparation for Sunset, beginning with Section 13-1-2. Discussion began regarding proposed changes to Section 30-28-3 of Practice Act, Section 13-1-2 of Legislative Rules, and related OTR/COTA Collaboration position statement. Proposed changes made in draft form. **Review of Practice Act was continued through 30-28-5, using AOTA Model Practice Act as a guide.**

ACTION/FOLLOW-UP: Vonda to make proposed changes, email to Board members, and coordinate meeting in December to continue review beginning with 30-28-6.

TOPIC: NBCOT Annual State Regulatory Conference

FINDINGS/CONCLUSIONS: Marty motioned to send Vonda to conference on 10/27/07. Gene seconded. Vote 5-0. **Vonda was unable to attend conference. Fee to be credited, less a \$30 processing fee.**

ACTION/FOLLOW-UP: None.

TOPIC: Board member re-appointments / new appointments

FINDINGS/CONCLUSIONS: As several board members assumed their positions in the middle of previous member terms, their current terms end 12/31/07. Vonda spoke with Scott Cosco, Governor's office on 5/16/07. He advised calling back in November to discuss. Board members may send letters expressing their desire to remain on the Board, but it is not necessary. **Grady Bowyer is coordinating all Licensing Board appointments with Scott Cosco. A meeting with the Governor is scheduled for today. Information related to current Board member terms was forwarded to Grady.**

ACTION/FOLLOW-UP: None.

TOPIC: DHHR Medical Evaluation form / Physician's referral

FINDINGS/CONCLUSIONS: OT practitioner asked if a WV DHHR annual medical evaluation that recommends Occupational Therapy for a student in a residential facility constitute a physician's referral for use in the school system? Upon review of the DHHR form, the Board agreed that this form does not constitute a physician's order that could be used in multiple settings. Gene motioned that the WVBOT would not endorse using the DHHR form as a physician's referral for the school system. Brenda seconded. Vote 4-0. Letter with Board's decision was mailed to practitioner 10/3/07. **Additional information was presented from Health, Wellness & Nursing Director at residential facility. Use of this form had previously been approved for use as a physician's order in the school system by the WV Department of Education. Based on this information, the Board agreed to accept the use of this form in the school system for children residing in the residential facility, provided that Occupational Therapy is checked as a Recommendation on the form, with the physician's signature.**

ACTION/FOLLOW-UP: Vonda to send written response to facility and practitioner.

TOPIC: Website improvement

FINDINGS/CONCLUSIONS: Discussion was held regarding the presentation of the Practice Act and Legislative Rules on the website. They are not currently clearly identified. **Links for Practice Act and Legislative Rules were changed on website to make them easier to find.**

ACTION/FOLLOW-UP: None.

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made on the Purchase Card since the last board meeting. Gene motioned to accept all purchases. Phil seconded. Vote 4-0

TREASURER'S REPORT

Cash Balance as of October 30, 2007
\$ 58,585.24

DEPOSITS SINCE LAST BOARD MEETING

September 6, 2007	\$ 1,130.00
September 13, 2007	1,210.00
September 20, 2007	650.00
October 4, 2007	2,340.00
October 18, 2007	2,540.00
October 25, 2007	2,500.00
TOTAL DEPOSITS \$	10,370.00

DISBURSEMENTS SINCE LAST BOARD MEETING

September \$ 4,487.35

NEW BUSINESS

TOPIC: Process for Code / Rule changes.

FINDINGS/CONCLUSIONS: Based on discussions with the House Government Organization Committee, we need to formulate our proposal for Code changes and submit to the Committee prior to the end of the 2008 Legislative Session to determine need for a study resolution. This study would be conducted by the Legislative Auditor's office during 2008 interim, to be introduced into the 2009 Legislative Session. Code changes need to be approved prior to introducing Legislative Rule changes.

ACTION/FOLLOW-UP: Continue with review of Practice Act with intent to submit proposal to the House Government Organization Committee during 2008 Legislative Session.

TOPIC: WVOTA Strategic Planning Meeting

FINDINGS/CONCLUSIONS: WVOTA is holding the first of three Strategic Planning Meetings in preparation of upcoming Code / Rule changes. The first meeting is scheduled for Saturday, November 10th at 1:00 p.m. at the Mountain State University OT lab in Beckley.

ACTION/FOLLOW-UP: Kathy will try to attend and will check with Brenda about possibly attending as WVBOT representatives.

TOPIC: Annual Report Submission

FINDINGS/CONCLUSIONS: Annual report was electronically submitted to Legislative Auditor's website on 10/16/07.

ACTION/FOLLOW-UP: None.

TOPIC: Position Statement re: Electronic Signatures

FINDINGS/CONCLUSIONS: Frequent questions from the field are being asked regarding the use of electronic notes / signatures in the supervision process.

ACTION/FOLLOW-UP: Marty to draft Position Statement for review at next meeting.

financial

VENDOR	DATE REC'D	AMOUNT	NOTE
1 Workforce WV	7/9/2007	\$230.00	Unemployment adjustment for C. Whalen
2 Workforce WV	10/4/2007	(\$230.00)	Credit for adjustment error
3 Auditor's Office	10/15/2007	\$18.00	Transactions for September 2007
4 AG's Office	10/15/2007	\$14.00	phone call re: Board meeting and agenda
5 IS&C	10/15/2007	\$144.72	WVFIMS transactions for Aug 2007; \$130 proc fee for pay raise
6 Division of Personnel	10/17/2007	\$32.50	personnel billing for 2nd Qtr 08
7 IS&C	10/29/2007	\$50.00	EDP Accounting Svcs - 1st Qtr 08

Gene motioned to pay all bills. Phil seconded. Vote 4-0.

correspondence

<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1 AOTA	10/1/2007	Revised Model Occupational Therapy Practice Act
2 Inside Brickstreet	10/4/2007	Fall 2007 issue
3 Stateline	10/22/2007	September 2007 issue
4 Office of the Secretary of State	10/22/2007	Meeting notice guidelines and schedule for 2008
5 NBCOT Report to the Profession	10/25/2007	Fall / Winter 2007 issue
6 Office of Technology/AG's office	10/24/2007	Data Transfer Survey Survey response emailed 10/30/07

ACTIONS ARE IN BOLD

Meeting adjourned at 2:45 p.m. following the signing of applications. The next regular Board meeting will tentatively be held Friday, January 11, 2008 at 11:00 a.m. at the Morgantown office.



3041 University Avenue
2nd Floor, Suite 6
Morgantown, WV 26505
304-285-3150
www.wvbot.org

WVBOT MINUTES: September 21, 2007

MEMBERS PRESENT: Kathy Quesenberry, Brenda Hambric, Phil Simpson, Gene Brooks

ABSENT: Martin Douglas

ALSO PRESENT: Vonda Malnikoff

MEETING CALLED TO ORDER: 11:08 a.m.

Phil motioned to enter Executive Session at 11:08 am.
Gene seconded. Vote 4-0.

Marty Douglas was conferenced in via phone.

EXECUTIVE SESSION

Issue 2006 #20a & 20b – **Case closed.**

Issue 2007 #31 – Investigation summary presented. Board members interviewed licensee.

Issue 2007 #32 – NSF Check. **Case closed.**

Issue 2007 #33 – Reciprocity expired. **Case closed.**

Brenda motioned to end Executive session at 12:20 pm.

Phil seconded. Vote 4-0.

Gene motioned to accept the investigator recommendation on the following case from Executive Session. Phil seconded. Vote 4-0.

Issue 2007 #31 – Vonda to send letter to licensee with Board decision and recommendations; No formal disciplinary action to be taken; Vonda to call licensee today with decision.

Gene motioned to accept May 4 and June 13, 2007 minutes. Phil seconded. Vote 4-0

OLD BUSINESS

TOPIC: Review of Legislative Rules / Practice Act

FINDINGS/CONCLUSIONS: Kathy proposed reviewing one section of Legislative Rules at each Board meeting in preparation for Sunset, beginning with Section 13-1-2. Discussion began regarding proposed changes to Section 30-28-3 of Practice Act, Section 13-1-2 of Legislative Rules, and related OTR/COTA Collaboration position statement. Proposed changes made in draft form.

ACTION/FOLLOW-UP: Discussion to be continued at next Board meeting.

TOPIC: Supervision issues.

FINDINGS/CONCLUSIONS: Discussion held regarding a way to indicate on the website the level of supervision required for a new COTA. Also discussed whether there should be a maximum number of COTA's/Aides/Students that an OTR should actively supervise at one time. Statement regarding supervision of COTA's was added to the licensee list on the website and a link to Supervision Definitions was added to scrolling information on homepage. Supervision Survey was mailed with newsletter on 4/3/07. Results of supervision survey were presented and reviewed at May 4th Board meeting.

ACTION/FOLLOW-UP: None.

TOPIC: House and Senate Bills re: Sunset review process

FINDINGS/CONCLUSIONS: Proposed bills would move review process for Board of Occupational Therapy to 2012. The Board would like to keep the 2009 date for our review. The filing deadline for agency approved Legislative Rules falls near the end of July each year. Code changes would have to be complete prior to incorporating changes into the Rules. The legal staff of the state legislature would be heavily involved with this process.

ACTION/FOLLOW-UP: None.

TOPIC: CLEAR Specialized Training

FINDINGS/CONCLUSIONS: Marty should attend advanced training in Atlanta in September, 2007, to further his investigation skills in order to continue to serve as the Board investigator once his position on the Board is replaced. Gene motioned to send Marty to training. Phil seconded. Vote 5-0. **Marty attended conference 9/4-6/07.**

ACTION/FOLLOW-UP: Complete.

TOPIC: NBCOT Annual State Regulatory Conference

FINDINGS/CONCLUSIONS: Marty motioned to send Vonda to conference on 10/27/07. Gene seconded. Vote 5-0.

ACTION/FOLLOW-UP: Vonda to attend conference.

TOPIC: Revised Supervisory Statement

FINDINGS/CONCLUSIONS: Supervisory Statement revised to clarify when a statement is required to be filed with WV BOT and to add supervision guidelines. Phil motioned to accept and begin using revised Supervisory Statement. Brenda seconded. Vote 5-0. New supervisory statement added to website.

ACTION/FOLLOW-UP: None.

TOPIC: Revised School-Based Practice FAQ's

FINDINGS/CONCLUSIONS: FAQ's revised to reflect appropriate answer to the question regarding changes in IEP, as noted in Old Business above. Gene motioned to accept revised FAQ's. Phil seconded. Vote 5-0. School-Based Practice FAQ's revised and updated on website.

ACTION/FOLLOW-UP: None.

TOPIC: Board member re-appointments / new appointments

FINDINGS/CONCLUSIONS: As several board members assumed their positions in the middle of previous member terms, their current terms end 12/31/07. Vonda spoke with Scott Cosco, Governor's office on 5/16/07. He advised calling back in November to discuss. Board members may send letters expressing their desire to remain on the Board, but it is not necessary.

ACTION/FOLLOW-UP: Vonda to follow up with Governor's office in November.

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made by Vonda on the Purchase Card since the last board meeting. Brenda motioned to accept all purchases. Gene seconded. Vote 4-0

TREASURER'S REPORT

Cash Balance as of September 5, 2007
\$65,004.77

DEPOSITS MAY THROUGH AUGUST

May 2, 2007	\$ 550.00
May 10	1,610.00
May 17	2,460.00
May 24	1,210.00
May 31	1,570.00
June 7	210.00
June 14	700.00
June 19	550.00
June 28	1,760.00
July 3	480.00
July 11	870.00
July 25	1,600.00
August 1	210.00
August 10	670.00
August 15	280.00
August 30	1,690.00

TOTAL DEPOSITS \$16,420.00

DISBURSEMENTS SINCE LAST BOARD MEETING

April	\$5,156.41
May	7,764.17
June	5,021.20
July	4,552.29
August	3,362.94

NEW BUSINESS

TOPIC: Safety Policy

FINDINGS/CONCLUSIONS: Recent Loss Control Questionnaire and findings were reviewed. Board members were trained on Safety Policy of the West Virginia Board of Occupational Therapy.

ACTION/FOLLOW-UP: None.

TOPIC: 2008 Renewal process / license cards

FINDINGS/CONCLUSIONS: Renewal newsletter and applications will be mailed on October 8, 2007. Board members reviewed options for 2008 license card design. Gene motioned to accept new card design. Brenda seconded. Vote 4-0.

ACTION/FOLLOW-UP: None.

TOPIC: WVOTA Annual Conference

FINDINGS/CONCLUSIONS: Information regarding annual conference was given.

ACTION/FOLLOW-UP: None.

TOPIC: DHHR Medical Evaluation form / Physician's referral

FINDINGS/CONCLUSIONS: OT practitioner asked if a WV DHHR annual medical evaluation that recommends Occupational Therapy for a student in a residential facility constitute a physician's referral for use in the school system? Upon review of the DHHR form, the Board agreed that this form does not constitute a physician's order that could be used in multiple settings. Gene motioned that the WVBOT would not endorse using the DHHR form as a physician's referral for the school system. Brenda seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to send written response to practitioner.

TOPIC: Website improvement

FINDINGS/CONCLUSIONS: Discussion was held regarding the presentation of the Practice Act and Legislative Rules on the website. They are not currently clearly identified.

ACTION/FOLLOW-UP: Vonda to improve the website to make it easier to find the Practice Act / Legislative Rules.

financial

VENDOR	DATE REC'D	AMOUNT	NOTE
1 Auditor's Office	6/13/2007	\$17.00	Transactions for May 2007
2 AG's Office	6/14/2007	\$427.00	research, phone calls, subpoena for investigation
3 AG's Office	6/14/2007	\$63.00	emails, questions re: reporting to certification agency
4 AG's Office	7/11/2007	\$91.00	emails, phone calls re: investigation
5 IS&C	7/2/2007	\$22.98	WVFIMS transactions for May 2007
6 Auditor's Office	7/12/2007	\$14.00	Transactions for June 2007
7 IS&C	7/23/2007	\$17.93	WVFIMS transactions for June 2007
8 IS&C	7/30/2007	\$100.00	EDP Accounting Services - 4th Qtr FY 2007
9 Auditor's Office	8/13/2007	\$10.00	Transactions for July 2007
10 AG's Office	8/21/2007	\$35.00	phone call re: investigation
11 Division of Personnel	8/23/2007	\$32.50	personnel billing for 1st Qtr 08
12 Workforce WV	7/9/2007	\$230.00	Unemployment adjustment for C. Whalen; Adjustment was found to be in error; credit to be issued in 3rd Qtr
13 IS&C	9/11/2007	\$15.92	WVFIMS transactions for July 2007
14 Auditor's Office	9/11/2007	\$7.00	Transactions for August 2007
15 Easy Computer	9/19/2007	\$1,265.35	Installment payment for website maintenance contract

Phil motioned to pay all bills, with the exception of #12. Gene seconded. Vote 4-0.

correspondence

correspondence

Stateline
Stateline

date rec'd

5/7/2007
5/7/2007

issue

March 2007 Stateline newsletter
April 2007 Stateline newsletter

Brickstreet	5/23/2007	Audit statement of workers comp premium
PEIA	5/23/2007	Outstanding PEIA balances must be reconciled by 12/31/07 due to implementation of new computer system 1/1/08.
Western MD Health System	5/24/2007	False Claims Act Information
PEIA	5/29/2007	Information related to new reporting requirement known as "Other Postemployment Benefits" (OPEB)
WV Division of Personnel	5/31/2007	Minimum wage increase for State Gov't employees
WV Board of Risk & Ins Mgmt	6/14/2007	Certificate of Liability and Property Insurance
Paul Marteney, Attorney at Law	6/18/2007	Independent Hearing Examiner Services
NPDB-HIPDB Data Bank News	6/25/2007	
Brickstreet	6/28/2007	Certificate of Workers Comp Insurance
WV Purchasing Division	6/29/2007	Notice of purchasing inspection
		Requested documentation mailed 7/3/07
Inside Brickstreet	July	Summer 2007 issue
AOTA	7/23/2007	State Policy Update July 2007
		Mailed to Board members 7/24/07
Stateline	7/23/2007	May 2007 Stateline newsletter
Stateline	7/23/2007	June 2007 Stateline newsletter
Brickstreet	7/30/2007	Renewal Policy - policy term 7/1/07 - 3/29/08
PreCheck Inc.	7/30/2007	Credentialing and background investigation company requested info re: previous disciplinary actions for compiling NHDB for sanction screening. Info emailed 7/31/07.
AOTA	8/6/2007	Staffing changes; state contact is Chuck Willmarth
NBCOT	8/9/2007	request for Board Member info; Info forwarded 8/13/07.
Stateline	8/14/2007	July 2007 Stateline newsletter
		Notice that it is illegal for any individual to receive Temporary Total Disability and unemployment benefits concurrently.
WV Unemployment Office	9/11/2007	proposed letter to the Governor re: board appointments
WV Assoc of Licensing Boards	9/11/2007	Agency Procurement Designation
WV Purchasing Division	9/18/2007	Needs Agency Head signature

Meeting adjourned at 2:35 p.m. following the signing of applications. The next Board meeting will be held Friday, November 2, 2007 at 11:00 a.m. at the Morgantown office.

West Virginia Board of Occupational Therapy

**Annual Report
2008-2009**

Newsletters

West Virginia Board of Occupational Therapy

3041 University Ave. 2nd Floor, Suite 6 Morgantown, WV 26505

www.wvbot.org

2009 MID-YEAR NEWSLETTER



Board Members

Kathy Quesenberry

President / Chairperson

Martin Douglas

Secretary / Treasurer

Phil Simpson

Board Member

Gene Brooks

Consumer Member

Brenda Hambric

Board Member

Practice Act update

After many months of work to update the West Virginia Occupational Therapy Practice Act, the final bill was passed by both the Senate and the House of Delegates on April 11th, 2009, the final day of the 2009 Legislative Session. Although there were some amendments made by the legislators in the final days of the session, we believe that the final version will serve both OT consumers and practitioners well. ***The bill will go into effect 90 days from passage, which will be July 10, 2009.***

The Board would like to thank all those practitioners who attended the informational meetings held throughout the state, offered input, and made phone calls and sent emails to their state legislators offering support for the bill. A special thanks to the officers of the WVOTA for their time and effort spent getting feedback, playing mediator, and walking the halls of the Capitol. Although stressful at times, the Board really enjoyed working with WVOTA and meeting practitioners throughout the state as part of this whole process. And we know that without this joint effort, the process would not have been so successful.

Included in this mailing is a copy of the new Practice Act for you to become familiar with the new provisions prior to the effective date of July 10, 2009. Please remember that **it is the responsibility of each licensee to know the requirements of the law regulating the practice of occupational therapy in West Virginia.**

Following are highlights of the major changes:

- ❖ Expanded Scope of Practice (**see §30-28-4**)
- ❖ Removal of "Treatment by referral only" (**see below for more information**)
- ❖ Accurately reflects examination process
- ❖ Provides for biennial license renewal (**see below for more information**)
- ❖ Clarified role of Occupational Therapy Aides
- ❖ Expanded grounds for disciplinary action (see §30-28-16)
- ❖ Added section for Special Volunteer Licenses (see §30-28-14, added by 2008 legislative action as part of Senate Bill 278)

One of the provisions that was added late in the process, and was necessary to ensure passage, was a temporary requirement that deep thermal and electrical modalities only be performed by COTA's under the direct supervision of an OTR, until the Board establishes competency standards through a legislative rule. The Board will be working to establish these rules as quickly as the legislative process will allow to minimize any disruption in service this may cause.

The next step in the process is to update our Legislative Rules to align with the new Practice Act. Although the work is far from over, the passage of this Practice Act is a good start to modernizing the laws that govern the practice of Occupational Therapy in West Virginia. Our goal has always been to provide the best possible occupational therapy services to the public and to enable you as practitioners to provide the highest quality care possible, and we believe this Practice Act will help achieve both.

Removal of "Treatment by Referral Only"...

One of the primary reasons we felt the need to open the Practice Act, was due to the practice limitations caused by the "Treatment by Referral Only" section currently in our law. West Virginia was one of only two remaining states to have such strict referral requirements without any restrictions for non-medical conditions. Of course, this does not eliminate the necessity of a referral when required for insurance purposes or by a third party payor. It will, however, increase access to occupational therapy services for clients with non-medical conditions, such as children in school systems. It will also allow referrals by other health professionals, such as nurse practitioners and physician's assistants, where such referral is required and accepted by insurers and third party payors. Obtaining this Direct Access is one of the big successes of this new Practice Act!

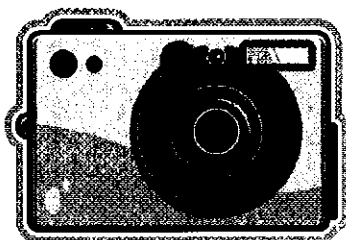
Just remember, this does not become effective until July 10, 2009!

Biennial Renewal....

Another big positive of the new Act (for both practitioners and Board staff ☺) is the change to biennial license renewal. After much thought regarding how to implement this change, we've decided to renew licenses in odd or even years, based on the year of initial licensure. In order to make this transition, all licensees will need to renew for 2010 ☺. Those initially licensed in an even- numbered year will renew for two years, while those initially licensed in an odd-numbered year will renew for one year and then transition to a two year renewal period in 2011. You will be notified by the Board with your renewal application in October which of these two categories you are in.

The other good news related to renewal, is that although renewal fees will be increased for a two-year period, they **will not** double. As the Board has not incurred any major legal expenses as a result of disciplinary hearings over the last several years, the Board is financially sound and will be able to reduce renewal fees as a result. We are currently evaluating what those fees will be. The new fees will be included on your renewal application, according to whether your 2010 renewal will be for one or two years.

And just a little advance notice...all licensees will be required to submit a new photo with their 2010 renewal application.



Legislative Rules

As mentioned above, the next step in this process is to revise our Legislative Rules to align with the new Practice Act. Currently, we have just one Legislative Rule, Title 13, Series 1, Administrative Rules of the Board. In addition to making the necessary changes to align with the Practice Act, the Board has decided to take this opportunity to break this one rule into several more specific rules. In addition, the new rule for Competency Standards for Advanced Practice will be established, which will include the use of physical agent modalities by COTA's. These proposed rules are available for viewing on our website, www.wvbot.org, during the thirty day public comment period during which you have the opportunity to respond with your input and comments regarding the rules. This comment period will run from May 18th through June 18th, 2009. The Board values and welcomes input from practitioners around the state. Comments can be mailed to the address shown above or emailed to vmalnikoff@wvbot.org.

Disciplinary Actions

Investigations into complaints continue to be conducted as necessary to assure compliance to licensure laws and to protect the public. The following disciplinary action has been taken for a violation of the Practice Act and/or Legislative Rules governing the practice of Occupational Therapy in the state of West Virginia.

Christel Pervola, OTR/L License #1297
Consent Agreement entered into May 6, 2009.

**WEST VIRGINIA
OCCUPATIONAL THERAPY
PRACTICE ACT**

EFFECTIVE DATE:

JULY 10, 2009

ENROLLED

COMMITTEE SUBSTITUTE

FOR

H. B. 2309

(By Delegates Morgan, Martin, Argento,
Beach, Eldridge, Andes and C. Miller)

[Passed April 11, 2009; **in effect ninety days from passage.**]

AN ACT to amend and reenact §30-28-1, §30-28-2, §30-28-3, §30-28-4, §30-28-5, §30-28-6, §30-28-7, §30-28-8, §30-28-9, §30-28-10, §30-28-11, §30-28-12, §30-28-13, §30-28-14, §30-28-15, §30-28-16, §30-28-17 and §30-28-18 of the Code of West Virginia, 1931, as amended; and to amend said article by adding thereto three new sections, designated §30-28-19, §30-28-20 and §30-28-21, all relating to the practice of occupational therapy; providing definitions; setting forth the scope of practice of occupational therapy; prohibiting practice or use of titles unless licensed; removing the requirement for referral by a physician or other health care practitioner; setting forth supervision requirements for assistants and aides; clarifying qualifications to serve as a board member; setting forth powers and duties of the board; providing exemptions from licensure; clarifying qualifications for licensure; setting forth examination requirements; providing for licensure for applicants from other jurisdictions; clarifying conditions of limited permits and temporary licenses; providing for renewal, suspension and revocation of licenses; providing for refusal to renew licenses; providing for reinstatement of lapsed licenses; setting forth complaint procedures; establishing grounds for disciplinary actions; providing for hearing procedures and rights of appeal; providing rulemaking authority; providing for criminal investigations, proceedings and penalties; establishing that a single act may constitute evidence of practice; establishing special, retired, volunteer and inactive licenses ; providing civil immunity for healthcare professionals donating their expertise for the care and treatment of indigent and needy patients in a clinic setting; and providing effective dates for certain provisions.

Be it enacted by the Legislature of West Virginia:

That §30-28-1, §30-28-2, §30-28-3, §30-28-4, §30-28-5, §30-28-6, §30-28-7, §30-28-8, §30-28-9, §30-28-10, §30-28-11, §30-28-12, §30-28-13, §30-28-14, §30-28-15, §30-28-16, §30-28-17 and §30-28-18 of the Code of West Virginia, 1931, as amended, be amended and reenacted; and that said code be amended by adding thereto three new sections, designated §30-28-19, §30-28-20 and §30-28-21, all to read as follows:

ARTICLE 28. WEST VIRGINIA OCCUPATIONAL THERAPY PRACTICE ACT.

§30-28-1. Short title.

This article is known and may be cited as the "West Virginia Occupational Therapy Practice Act."

§30-28-2. Applicable law.

The practices licensed under the provisions of this article and the West Virginia Board of Occupational Therapy are subject to the provisions of article one of this chapter, the provisions of this article, and any rules promulgated hereunder.

§30-28-3. Definitions.

As used in this article, the following words and terms have the following meanings, unless the context clearly indicates otherwise:

(a) "Association" means the West Virginia Occupational Therapy Association.

(b) "Board" means the West Virginia Board of Occupational Therapy.

(c) "Business entity" means any firm, partnership, association, company, corporation, limited partnership, limited liability company or other entity doing business in the State of West Virginia.

(d) "Client-related tasks" means tasks which are related to treatment and which, when performed by an occupational therapy aide, must be performed under direct supervision, including routine transfers, routine care of a patient's personal needs during the course of treatment, execution of an established routine activity or exercise, and assisting the supervising occupational therapist or occupational therapy assistant as directed during the course of treatment.

(e) "Direct supervision" means the actual physical presence of a licensed supervising occupational therapist or licensed occupational therapy assistant, and the specific delineation of tasks and responsibilities for personally reviewing and interpreting the results of any habilitative or rehabilitative procedures conducted by the limited permit holder, occupational therapy student, or aide. Direct supervision includes direct close supervision and direct continuous supervision.

(f) "Direct close supervision" means the licensed supervising occupational therapist or licensed occupational therapy assistant is in the building and has daily direct contact at the site of work.

(g) "Direct continuous supervision" means the licensed supervising occupational therapist or licensed occupational therapy assistant is physically present and in direct line of sight of the occupational therapy student or aide.

(h) "General supervision" means initial direction and periodic inspection of the activities of a licensed occupational therapist assistant by the supervising licensed occupational therapist, but does not necessarily require constant physical presence on the premises while the activities are performed.

(i) "License" means a valid and current license issued by the board under the

provisions of this article.

(j) "Nonclient-related tasks" means tasks which are not related to treatment and do not require independent clinical reasoning, including clerical and maintenance activities, housekeeping, preparation of the work area or equipment, transporting patients, and ordering supplies, and which, when performed by an occupational therapy aide, must be performed under general supervision.

(k) "Occupational Therapist" means a person licensed by the board under the provisions of this article to engage in the practice of occupational therapy.

(l) "Occupational Therapy Assistant" means a person licensed by the board under the provisions of this article to assist in the practice of occupational therapy under the general supervision of an Occupational Therapist.

(m) "Occupational Therapy Aide" means a person who may provide nonclient-related tasks under general supervision, or specifically delegated client-related tasks, subject to the conditions set forth in subsection (f), section four of this article, under direct supervision of an Occupational Therapist or an Occupational Therapy Assistant, in accordance with the provisions of this article.

(n) "The practice of occupational therapy" means the therapeutic use of everyday life activities or occupations to address the physical, cognitive, psychosocial, sensory, and other aspects of performance of individuals or groups of individuals, including those who have or are at risk for developing an illness, injury, disease, disorder, condition, impairment, disability, activity limitation or participation restriction, to promote health, wellness and participation in roles and situations in home, school, workplace, community and other settings.

§30-28-4. Scope of practice; license and supervision requirements.

(a) The scope of practice of occupational therapy includes, but is not limited to:

(1) Methods or strategies selected to direct the process of interventions such as:

(A) Establishment, remediation, or restoration of a skill or ability that has not yet developed or is impaired;

(B) Compensation, modification, or adaptation of activity or environment to enhance performance;

(C) Maintenance and enhancement of capabilities without which performance in everyday life activities would decline;

(D) Health promotion and wellness to enable or enhance performance in everyday life activities; and

(E) Prevention of barriers to performance, including disability prevention.

(2) Evaluation of factors affecting activities of daily living (ADL), instrumental activities of daily living (IADL), education, work, play, leisure and social participation, including:

(A) Client factors, including body functions and body structures;

(B) Habits, routines, roles and behavior patterns;

(C) Cultural, physical, environmental, social and spiritual contexts and activity that affect performance; and

(D) Performance skills, including motor, process and communication/interaction skills.

(3) Interventions and procedures to promote or enhance safety and performance in activities of daily living (ADL), instrumental activities of daily living (IADL), education, work, play, leisure and social participation, including:

(A) Therapeutic use of occupations and preparatory, adjunctive and functional activities;

(B) Training in self-care, self-management home management and

community/work reintegration;

(C) Development, remediation, or compensation of physical, cognitive, neuromuscular, sensory functions, visual, vestibular and behavioral skills;

(D) Therapeutic use of self, including one's personality, insights, perceptions and judgments, as part of the therapeutic process;

(E) Education and training of individuals, including family members, care givers and others;

(F) Care coordination, case management and transition services;

(G) Consultative services to groups, programs, organizations or communities;

(H) Modification of environments (home, work, school or community) and adaptation of processes, including the application of ergonomic principles;

(I) Assessment, design, fabrication, application, fitting and training in assistive technology, adaptive devices, orthotic devices and training in the use of prosthetic devices to enhance occupational performance;

(J) Assessment, recommendation and training in techniques to enhance functional mobility, including wheelchair management;

(K) Community mobility and re-entry;

(L) Management of feeding, eating and swallowing to enable eating and feeding performance; and

(M) Application of physical agent modalities, and use of a range of specific therapeutic procedures and techniques to enhance occupational performance skills. Use of physical agent modalities by occupational therapy assistants must be consistent with their education (e.g. superficial thermal and mechanical modalities) and used under the general supervision of an occupational therapist. The use of deep thermal or electrical modalities may only be performed by the occupational therapy assistant under the direct supervision of an occupational therapist, until the board shall promulgate rules as well as establish competency standards for the use of the modalities.

(b) No person may engage in the practice of occupational therapy or present herself or himself as an occupational therapist or occupational therapy assistant in this state, or use the words "occupational therapist," "licensed occupational therapist," "occupational therapist registered," "occupational therapy assistant," "licensed occupational therapy assistant," "certified occupational therapy assistant," or "occupational therapy aide," or the letters "O.T.," "L.O.T.," "O.T.R.," "O.T.A.," "L.O.T.A.," "C.O.T.A.," or any other words, letters, abbreviations or insignia indicating or implying that he or she is an occupational therapist or occupational therapy assistant, unless he or she holds a valid, current license issued in accordance with the provisions of this article, which has not expired, been suspended or revoked.

(c) No business entity may advertise or otherwise offer to provide or convey the impression that it is providing occupational therapy unless an individual holding a current valid license or permit under this article renders the occupational therapy services to which reference is made.

(d) An occupational therapy assistant may assist in the practice of occupational therapy under the general supervision of an occupational therapist.

(e) An occupational therapist or an occupational therapy assistant may delegate nonclient-related tasks to an occupational therapy aide only under the following conditions:

(1) The occupational therapy aide functions under the general supervision of either the occupational therapist or the occupational therapy assistant who is

under the general supervision of the occupational therapist; and

(2) The occupational therapy aide provides only tasks for which he or she has been trained and has demonstrated competence.

(f) An occupational therapist or an occupational therapy assistant may delegate specifically selected client-related tasks to an occupational therapy aide only under the following conditions:

- (1) The occupational therapy aide functions under the direct continuous supervision of either the occupational therapist or the occupational therapy assistant that is under the general supervision of the occupational therapist;
- (2) The occupational therapy aide provides only tasks for which he or she has been trained and has demonstrated competence;
- (3) The outcome anticipated for the delegated task is predictable;
- (4) The client and the environment are stable and will not require judgment, interpretation or adaptation by the occupational therapy aide; and
- (5) The supervising occupational therapist is responsible for the tasks delegated to the occupational therapy aide.

§30-28-5. West Virginia Board of Occupational Therapy.

(a) The West Virginia Board of Occupational Therapy is continued with the following five members appointed by the governor by and with the advice and consent of the Senate:

- (1) Three licensed occupational therapists;
 - (2) One licensed occupational therapy assistant; and
 - (3) One citizen member, who is not licensed under the provisions of this article.
- (b) The occupational therapist and occupational therapy assistant members shall have been engaged in rendering occupational therapy services to the public, teaching, consulting or conducting research in occupational therapy for at least three years immediately preceding their appointments.
- (c) No board member may serve as an officer of the West Virginia Occupational Therapy Association concurrently with his or her service on the board.
- (d) The members of the board in office on December 31, 2008, shall, unless sooner removed, continue to serve until their respective terms expire or their successors have been appointed and qualified.
- (e) The term shall be for three years commencing on January 1. A member may not serve more than two consecutive full terms. A member having served two consecutive full terms may not be appointed for one year after completion of his or her second full term. A member may continue to serve until a successor has been appointed and qualified.
- (f) Each licensed member of the board, at the time of his or her appointment, must have held a license in this state for a period of not less than three years immediately preceding the appointment.
- (g) Each member of the board must be a resident of this state during the appointment term.
- (h) A vacancy on the board shall be filled by appointment by the Governor for the unexpired term of the member whose office is vacant and the appointment shall be made within sixty days of the vacancy.
- (i) The Governor may remove any member from the board for neglect of duty, incompetency or official misconduct.
- (j) A member of the board immediately and automatically forfeits membership to the board if his or her license to practice is suspended or revoked, is convicted of a felony under the laws of any jurisdiction, or becomes a nonresident of this

state.

(k) The board shall elect annually one of its members as chairperson who serves at the will of the board.

(l) Each member of the board is entitled to compensation and expense reimbursement in accordance with article one of this chapter.

(m) A majority of the members of the board constitutes a quorum.

(n) The board shall hold at least two annual meetings. Other meetings may be held at the call of the chairperson or upon the written request of two members, at the time and place as designated in the call or request.

(o) Prior to commencing his or her duties as a member of the board, each member shall take and subscribe to the oath required by section five, article four of the Constitution of this state.

§30-28-6. Powers and duties of the board.

(a) The board has all the powers and duties set forth in this article, by legislative rule, in article one of this chapter and elsewhere in law.

(b) The board shall:

(1) Hold meetings and conduct hearings;

(2) Establish requirements for licenses and permits;

(3) Establish procedures for submitting, approving and rejecting applications for licenses and permits;

(4) Determine the qualifications of any applicant for a license or permit;

(5) Propose rules for legislative approval relating to professional conduct and ethical standards of practice;

(6) Communicate disciplinary actions to relevant state and federal authorities, the National Board for Certification in Occupational Therapy (NBCOT), the American Occupational Therapy Association (AOTA) and other applicable authorities when public safety is at risk;

(7) Maintain an office and hire, discharge, establish the job requirements and fix the compensation of employees and contracted employees necessary to enforce the provisions of this article including, but not limited to, the executive secretary;

(8) Investigate alleged violations of the provisions of this article, legislative rules, orders and final decisions of the board;

(9) Conduct disciplinary hearings of persons regulated by the board;

(10) Determine disciplinary action and issue orders;

(11) Institute appropriate legal action for the enforcement of the provisions of this article;

(12) Maintain an accurate registry of names and addresses of all persons regulated by the board;

(13) Keep accurate and complete records of its proceedings, and certify the same as may be necessary and appropriate;

(14) Establish by legislative rule the continuing education and competency requirements for licensees;

(15) Issue, renew, combine, deny, suspend, revoke or reinstate licenses and permits;

(16) Establish a fee schedule;

(17) Take all other actions necessary and proper to effectuate the purposes of this article; and

(18) Propose rules in accordance with the provisions of article three, chapter twenty-nine-a of this code to implement the provisions of this article.

(c) The board may:

- (1) Approve and contract with third parties to administer the examinations required under the provisions of this article;
- (2) Sue and be sued in its official name as an agency of this state; and
- (3) Confer with the Attorney General or his or her assistants in connection with legal matters and questions.

§30-28-7. Rulemaking.

(a) The board shall propose rules for legislative approval, in accordance with the provisions of article three, chapter twenty-nine-a of this code, to implement the provisions of this article, including:

- (1) Standards and requirements for licenses and permits;
- (2) Designate third parties to establish educational requirements and to prepare and/or administer examinations and reexaminations;
- (3) Procedures for the issuance and renewal of a license, temporary license and limited permit;
- (4) A fee schedule;
- (5) Continuing education and competency requirements for licensees;
- (6) Establishment of competency standards;
- (7) The procedures for denying, suspending, revoking, reinstating or limiting the practice of a licensee or permittee;
- (8) Requirements for reinstatement of revoked licenses; and
- (9) Any other rules necessary to effectuate the provisions of this article.

(b) The board is authorized to promulgate emergency rules in accordance with section fifteen, article three, chapter twenty-nine-a of this code to establish competency standards for advance treatment techniques as set forth in subdivision six, subsection (a) of this section.

(c) All rules in effect on the effective date of this article shall remain in effect until they are amended or repealed, and references to provisions of former enactments of this article are interpreted to mean provisions of this article.

§30-28-8. Fees; special revenue account; administrative fines.

(a) All fees and other moneys, except administrative fines, received by the board shall be deposited in a separate special revenue fund in the State Treasury designated the "West Virginia Board of Occupational Therapy", which is continued. The fund is used by the board for the administration of this article. Except as may be provided in article one of this chapter, the board retains the amount in the special revenue account from year to year. No compensation or expense incurred under this article is a charge against the General Revenue Fund.

(b) Any amount received as fines, imposed pursuant to this article, shall be deposited into the General Revenue Fund of the State Treasury.

§30-28-9. Persons and practices not affected.

This article does not prevent or restrict the practice, services or activities of:

- (1) Any person licensed under any other law of this state performing services within the authorized scope of practice for which he or she is licensed;
- (2) Any person pursuing a course of study leading to a degree in Occupational Therapy from an accredited educational program if the person acts under the supervision of a clinical supervisor or instructor of the accredited education program and is designated by a title which clearly indicates his or her status as a student; or
- (3) Any person fulfilling the supervised fieldwork experience requirements of section ten of this article.

§30-28-10. Qualifications of applicants for license.

To be eligible for a license to engage in the practice of occupational therapy, the applicant must:

- (1) Be of good moral character;
- (2) Have successfully completed the academic requirements of an educational program for Occupational Therapists or Occupational Therapy Assistants that is accredited by the American Occupational Therapy Association's Accreditation Council for Occupational Therapy Education (ACOTE) or its predecessor organizations;
- (3) Have successfully completed a period of supervised fieldwork experience required by the recognized educational institution where he or she met the academic requirements;
- (4) Have passed an examination approved by the board;
- (5) Have filed an application on forms provided by the board; and
- (6) Have paid the applicable fee.

§30-28-11. Examination.

(a) A person who has met the requirements of subsections (1), (2) and (3), section ten of this article, may make application for examination.

(b) Each applicant for licensure shall be examined by written or computerized examination to test his or her knowledge of the basic and clinical sciences relating to occupational therapy, and occupational therapy theory and practice, including the professional skills and judgment of the applicant in the utilization of occupational therapy techniques and methods, and other subjects the board may require to determine the fitness for practice of the applicant. The examination may be administered by the National Board for Certification in Occupational Therapy, Inc. (NBCOT) or another nationally recognized credentialing body as approved by the board.

§30-28-12. Licensees from other jurisdictions; internationally educated applicants.

(a) The board may issue a license to practice to any applicant who presents proof of current licensure as an occupational therapist or an occupational therapy assistant in another jurisdiction which requires standards for licensure considered by the board or by a board-approved credentialing agency to be equivalent to the requirements for licensure in this state and who meets the requirements of section ten of this article.

(b) The board may grant a license to an applicant who was educated outside of the United States or its territories in an educational program whose standards are determined by the board or by a board-approved credentialing agency to be equivalent to the standards required for licensure in this state and who meets the requirements of section ten of this article.

(c) In its discretion, the board may examine a person by a written, oral or skills test for licensing under this section, and may enter into agreements for reciprocal licensing with other jurisdictions having substantially similar requirements for licensure.

§30-28-13. Issuance of a license, limited permit and temporary license.

(a) The board shall issue a license to any person who meets the requirements of this article upon payment of the license fee prescribed.

(b) The board may issue a limited permit to persons who have completed the education and fieldwork experience requirements of this article. The holder of a limited permit may practice occupational therapy only under the direct close

supervision of an occupational therapist who holds a current license in this state. A limited permit is not renewable, and is valid for ninety days: *Provided*, That the limited permit expires immediately if the holder receives notification of a failing score on the examination.

(c) The board may issue a temporary license to an occupational therapist or an occupational therapy assistant who is licensed and in good standing in a jurisdiction whose standards are determined by the board or by a board-approved credentialing agency to be equivalent to the standards required for licensure in this state and who has submitted an application and the required fee. The holder of a temporary license may practice occupational therapy only in accordance with the provisions of this article. A temporary license is nonrenewable and is valid for thirty days. (d) The board shall prescribe the form of licenses. The licensee shall conspicuously display the license or a copy of the license at his or her principal place of employment. The licensee shall produce the original license upon the request of the board.

§30-28-14. Renewal of license; renewal of lapsed license; suspension, revocation and refusal to renew; reinstatement of revoked license.

(a) Licenses may be renewed biennially upon documentation of required continuing education and payment of a renewal fee.

(b) A license which has lapsed may be renewed within one year of its expiration date in the manner set by the board. After the expiration of one year, a license may be renewed only by complying with the requirements relating to the issuance of an original license.

(c) The board may suspend, revoke or refuse to renew a license for any reason which would justify the denial of an original application for licensure.

(d) The board may consider the reinstatement of a license which has been revoked upon a showing that the applicant can resume practicing with reasonable skill and safety.

§30-28-15. Special volunteer occupational therapist license; civil immunity for voluntary services rendered to indigents.

(a) There is established a special volunteer occupational therapist license for occupational therapists who are retired or are retiring from the active practice of occupational therapy and who wish to donate their expertise for the care and treatment of indigent and needy patients in the clinical setting of clinics organized, in whole or in part, for the delivery of health care services without charge.

(b) The special volunteer occupational therapist license shall be issued by the board to occupational therapists licensed or otherwise eligible for licensure under this article without the payment of an application fee, license fee or renewal fee, and the initial license shall be issued for the remainder of the licensing period, and renewed consistent with the board's other licensing requirements.

(c) The board shall develop application forms for the special license provided in this section which shall contain the occupational therapist's acknowledgment that:

(1) The occupational therapist's practice under the special volunteer occupational therapist license will be exclusively devoted to providing occupational therapy care to needy and indigent persons in West Virginia;

(2) The occupational therapist will not receive any payment or compensation, either direct or indirect, or have the expectation of any payment or compensation, for any occupational therapy services rendered under the special volunteer

occupational therapist license;

(3) The occupational therapist will supply any supporting documentation that the board may reasonably require; and,

(4) The occupational therapist agrees to continue to participate in continuing education as required by the board for a special volunteer occupational therapists license.

(d) Any occupational therapist who renders any occupational therapy service to indigent and needy patients of a clinic organized, in whole or in part, for the delivery of health care services without charge under a special volunteer occupational therapist license authorized under this section without payment or compensation or the expectation or promise of payment or compensation is immune from liability for any civil action arising out of any act or omission resulting from the rendering of the occupational therapy service at the clinic unless the act or omission was the result of the occupational therapist's gross negligence or willful misconduct. In order for the immunity under this subsection to apply, before the rendering of any services by the occupational therapist at the clinic, there must be a written agreement between the occupational therapist and the clinic stating that the occupational therapist will provide voluntary uncompensated occupational therapy services under the control of the clinic to patients of the clinic: *Provided*, That any clinic entering into such written agreement is required to maintain liability coverage of not less than one million dollars per occurrence.

(e) Notwithstanding the provisions of subsection (d) of this section, a clinic organized, in whole or in part, for the delivery of health care services without charge is not relieved from imputed liability for the negligent acts of an occupational therapist rendering voluntary occupational therapy services at or for the clinic under a special volunteer occupational therapist license authorized under this section.

(f) For purposes of this section, "otherwise eligible for licensure" means the satisfaction of all the requirements for licensure in this article except the fee requirements.

(g) Nothing in this section may be construed as requiring the board to issue a special volunteer occupational therapist license to any occupational therapist whose occupational therapist license is or has been subject to any disciplinary action or to any occupational therapist who has surrendered an occupational therapist license or caused such license to lapse, expire and become invalid in lieu of having a complaint initiated or other action taken against his or her occupational therapist license, or who has elected to place an occupational therapist license in inactive status in lieu of having a complaint initiated or other action taken against his or her occupational therapist license, or who has been denied an occupational therapist license.

(h) Any policy or contract of liability insurance providing coverage for liability sold, issued or delivered in this state to any occupational therapist covered under the provisions of this article shall be read so as to contain a provision or endorsement whereby the company issuing such policy waives or agrees not to assert as a defense on behalf of the policyholder or any beneficiary thereof, to any claim covered by the terms of such policy within the policy limits, the immunity from liability of the insured by reason of the care and treatment of needy and indigent patients by an occupational therapist who holds a special volunteer occupational therapist license.

§30-28-16. Complaints; investigations; due process procedure; grounds for disciplinary action.

(a) The board may upon its own motion based on credible information, and shall, upon the written complaint of any person, cause an investigation to be made to determine whether grounds exist for disciplinary action under this article or the legislative rules of the board.

(b) Upon initiation or receipt of the complaint, the board shall provide a copy of the complaint to the licensee or permittee.

(c) After reviewing any information obtained through an investigation, the board shall determine if probable cause exists that the licensee or permittee has violated any provision of subsection (g) of this section or rules promulgated pursuant to this article.

(d) Upon a finding that probable cause exists that the licensee or permittee has violated any provision of this subsection (g) of this section or rules promulgated pursuant to this article, the board may enter into a consent decree or hold a hearing for the suspension or revocation of the license or permit or the imposition of sanctions against the licensee or permittee. Any hearing shall be held in accordance with the provisions of this article.

(e) Any member of the board or the executive director of the board may issue subpoenas and subpoenas duces tecum to obtain testimony and documents to aid in the investigation of allegations against any person regulated by the article.

(f) Any member of the board or its executive director may sign a consent decree or other legal document on behalf of the board.

(g) The board may, after notice and opportunity for hearing, deny or refuse to renew, suspend or revoke the license of, impose probationary conditions upon or take disciplinary action against, any licensee for any of the following reasons once a violation has been proven by a preponderance of the evidence:

(1) Obtaining a license or permit by fraud, misrepresentation or concealment of material facts;

(2) Being convicted of a felony or other crime involving moral turpitude;

(3) Being guilty of unprofessional conduct as defined by legislative rule of the board;

(4) A violation of a lawful order or legislative rule of the board;

(5) Providing substandard care as an Occupation Therapist due to a deliberate or negligent act or failure to act regardless of whether actual injury to a patient is established;

(6) Providing substandard care as an Occupational Therapy Assistant, including exceeding the authority to perform components of intervention selected and delegated by the supervising Occupational Therapist regardless of whether actual injury to a patient is established;

(7) Knowingly delegating responsibilities to an individual who does not have the knowledge, skills or abilities to perform those responsibilities;

(8) Failing to provide appropriate supervision to an Occupational Therapy Assistant or Aide in accordance with this article and legislative rules of the board;

(9) Practicing as an Occupational Therapist or Occupational Therapy Assistant when competent services to recipients may not be provided due to the therapist's own physical or mental impairment;

(10) Having had an Occupational Therapist or Occupational Therapy Assistant license revoked or suspended, other disciplinary action taken, or an application for licensure refused, revoked or suspended by the proper authorities of another

jurisdiction;

(11) Engaging in sexual misconduct. For the purposes of this subdivision, sexual misconduct includes:

(A) Engaging in or soliciting sexual relationships, whether consensual or nonconsensual, while an Occupational Therapist or Occupational Therapy Assistant/patient relationship exists with that person; or

(B) Making sexual advances, requesting sexual favors or engaging in physical contact of a sexual nature with patients or clients;

(12) Aiding or abetting a person who is not licensed as an Occupational Therapist or Occupational Therapy Assistant in this state and who directly or indirectly performs activities requiring a license;

(13) Abandoning or neglecting a patient or client under and in need of immediate professional care without making reasonable arrangements for the continuation of care; or

(14) Engaging in any act which has endangered or is likely to endanger the health, welfare or safety of the public.

(h) For the purposes of subsection (g) of this section, effective July 15, 2009, disciplinary action may include:

(1) Reprimand;

(2) Probation;

(3) Administrative fine, not to exceed \$1,000 per day per violation;

(4) Mandatory attendance at continuing education seminars or other training;

(5) Practicing under supervision or other restriction;

(6) Requiring the licensee or permittee to report to the board for periodic interviews for a specified period of time; or

(7) Other disciplinary action considered by the board to be necessary to protect the public, including advising other parties whose legitimate interests may be at risk.

§30-28-17. Procedures for hearing; right of appeal.

(a) Hearings shall be governed by the provisions of section eight, article one of this chapter.

(b) The board may conduct the hearing or elect to have an administrative law judge conduct the hearing.

(c) If the hearing is conducted by an administrative law judge, the administrative law judge shall prepare a proposed written order at the conclusion of a hearing containing findings of fact and conclusions of law. The proposed order may contain proposed disciplinary actions if the board so directs. The board may accept, reject or modify the decision of the administrative law judge.

(d) Any member or the executive director of the board has the authority to administer oaths, examine any person under oath and issue subpoenas and subpoenas duces tecum.

(e) If, after a hearing, the board determines the licensee or permittee has violated any provision of this article or the board's rules, a formal written decision shall be prepared which contains findings of fact, conclusions of law and a specific description of the disciplinary actions imposed.

§30-28-18. Judicial review.

Any licensee or permittee adversely affected by a decision of the board entered after a hearing may obtain judicial review of the decision in accordance with section four, article five, chapter twenty-nine-a of this code, and may appeal any ruling resulting from judicial review in accordance with article six, chapter twenty-

nine-a of this code.

§30-28-19. Criminal proceedings; penalties.

(a) When, as a result of an investigation under this article or otherwise, the board has reason to believe that a licensee or permittee has committed a criminal offense under this article, the board may bring the information to the attention of an appropriate law-enforcement official.

(b) Effective July 15, 2009, a person violating a provision of this article is guilty of a misdemeanor and, upon conviction, shall be fined not less than \$500 nor more than \$1,000 or confined in jail not more than six months, or both fined and confined.

§30-28-20. Single act evidence of practice.

In any action brought or in any proceeding initiated under this article, evidence of the commission of a single act prohibited by this article is sufficient to justify a penalty, injunction, restraining order or conviction without evidence of a general course of conduct.

§30-28-21. Effective dates of certain provisions.

The provisions of this article as amended and reenacted during the regular session of 2009, except for the provisions of sections seven, sixteen and nineteen, are effective as of July 1, 2009.

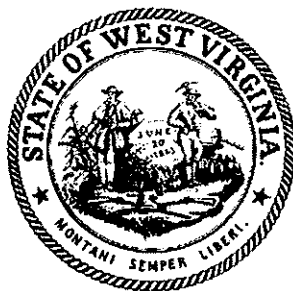
West Virginia Board of Occupational Therapy

3041 University Ave. 2nd Floor, Suite 6 Morgantown, WV 26505

www.wvbot.org

2009 RENEWAL NEWSLETTER

October 2008



Board Members

Kathy Quesenberry

President / Chairperson

Martin Douglas

Secretary / Treasurer

Phil Simpson

Board Member

Gene Brooks

Consumer Member

Brenda Hambric

Board Member

License renewal time is here!

It is now time to renew your licensure to continue practicing Occupational Therapy in WV for the year 2009. Enclosed you will find the renewal application and information related to continuing competency requirements. The application and newsletter are also available for viewing and/or download from our website at www.wvbot.org.

Licensure renewal requires 12 hours of education and continuing competency activities annually. This requirement applies only to licensees who have been under the status of permanent licensure for the entire 2008 calendar year. The enclosed summary of the broad variety of activities you may claim

is included to aid in the completion of your renewal application. Please note that there is a maximum allowable credit for some activities. This is intended to encourage a varied competency experience. An excess of 6 hours may be carried into the next calendar year renewal period if you have surpassed the annual 12 hour requirement for the current year.

Unless you are further instructed to do so, please do not send copies of continuing education documents with your renewal application. The Board conducts a random audit of these annually. If you have been selected to participate in this audit, this packet will contain further instructions.

Renewal information continued...

Your renewal application and associated fee must be returned to the Board office prior to the issuance of 2009 license cards. *You may not practice Occupational Therapy in WV after December 31, 2008 without the actual license cards in your possession.* To assure receiving your 2009 license cards prior to January 1, 2009, submit your properly completed renewal application no later than December 1, 2008. The Board recommends that you make copies of your renewal application before mailing it. Renewal application must be postmarked by December 31, 2008 to avoid late fee. *Delinquent application and late fee payment submission does not constitute an extension of the licensure privilege beyond December 31, 2008.*

Practice Act update...

Since our last newsletter in April, the Board has been busy working to facilitate the process of making changes to our Practice Act. On February 5th, the proposed Practice Act was sent to both the Senate and House Chair of the Government Organization Committee requesting they adopt a study resolution during the 2008 interim sessions, for introduction as a bill in the 2009 legislative session. The study was authorized and assigned to the Joint Standing Committee of Government Organization as House Concurrent Resolution (HCR) 91. A representative of the Board met with the legislative sub-committee during their interims meeting on June 23rd. The Board has also held informational meetings in Princeton, Charleston, Wheeling, Morgantown, Parkersburg, and Huntington, to share and discuss the proposed changes with practitioners across the state.

We would like to hold an additional meeting in the Eastern Panhandle, and are currently working to arrange a date and location. In addition, WVOTA has been in contact with the WV Physical Therapy Association to proactively address any concerns they may have with the bill, prior to its introduction.

How can you help? Right now, the biggest impact licensees can have is to educate people about Occupational Therapy and the benefits of our profession. Share with your patients that we will need support to pass this legislation and they can help by sharing stories about how OT has impacted their lives. As you educate people, keep a list of those you can call on to share their stories when the time comes.

Because the Legislature will not be in session for a few months yet, the Board will keep you posted, through our website and additional mailings, as to when the time is right to make calls and write letters to your Senate and House of Delegate representatives. As it is an election year, if you have the opportunity to talk with your representatives, tell them what you do and that we are in the process of trying to pass legislation to update our Practice Act.

Disciplinary Actions

Investigations into complaints continue to be conducted as necessary to assure compliance to licensure laws and to protect the public. There have been no new disciplinary actions taken by the Board.

**LEGISLATIVE RULES, (§13-1-12.), OF THE WEST VIRGINIA
BOARD OF OCCUPATIONAL THERAPY CONTINUING
COMPETENCY ACTIVITIES FOR RENEWAL OF WV LICENSE.**

Requirement: 12 contact hours per renewal period through participation in:

<u>Activity</u>	<u>Page#</u>	<u>Rule #</u>	<u>Maximum Allowed</u>
Workshop, Seminar, Conference	8	12.7.c.3	No maximum
University Courses, College Courses	9	12.7.c.4	No maximum
Vo. Tech Adult Education Courses	9	12.7.c.4	No maximum
Education Telecommunication Courses	9	12.7.C.5	No maximum
Videotaped Presentation of Courses, Seminars, Workshops, or Conferences	9	12.7.c.6	No maximum
In-service Training	9	12.7.c.7	No maximum
Presentations of OT Education Programs, Workshops, Seminars, In-services, Conferences or Guest Lectures	9	12.7.c.8	No maximum for presenting, but maximum of 3 continuing competency credits allowed for reviewing presentations.
Publications and other media	9	12.7.C.9	Maximum of <u>10</u> hours for authorship/editorship; Maximum of <u>3</u> hours for authorship of an article, book review or abstract in a weekly periodical or professional newsletter. Maximum of <u>6</u> hours for development of other media, such as video, slides, etc. for public and professional viewing.
Research Projects	10	12.7.c.10	6 hours/project
Quality Assurance Studies/Publisher	10	12.7.c.11	4 hours/study
Paper and Proposals for Conference presentation	10	12.7.c.12	2 hours/paper
Formal Self-Study	10	12.7.c.13	the full contact hour that is awarded by provider
Informal Self-Study	10	12.7.c.14	3 hours
Clinical Student Instruction	11	12.7.c.15	1 hour/level 1 student (Max. of 3 students) 4 hours/level 2 student (Max. of 2 students)

For more detailed information please consult the Legislative Rules of the Board of Occupational Therapy (§13-1-12.).

--A contact hour is defined as 1 hour spent in a continuing education activity. It excludes breaks, receptions, meals, social events, etc.

--6 **excess** contact hours may carry over from one consecutive licensure year to the next immediate calendar year.

--Licensees must obtain a certificate of completion or other record of providers of continuing education providers stating the:

Date of completion

Title and location of the course

Name of participant and provider

Number of hours for the course

Signature of provider

Core job specific, job related requirements of your chosen industry of occupational therapy **DO NOT** count toward continuing competency requirements for licensure renewal. Examples will include CPR, First Aid Training, Documentation In-services, Training in the implementation of coding, billing, payment systems, Facility or organization specific accreditation requirements, etc. These types of activities do not meet the intent of the continuing competency requirements related to contributing to the development of the professional and updating competency in Occupational Therapy Theory and Practice.

Continuing competency audits may be performed by WVBOT members or the Board's certified complaint investigator.

West Virginia Board of Occupational Therapy

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www.wvbot.org

2008 MID-YEAR NEWSLETTER



Board Members

Kathy Quesenberry

President / Chairperson

Martin Douglas

Secretary / Treasurer

Phil Simpson

Board Member

Gene Brooks

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Board Member

Practice Act update

Over the past year, the Board has actively been reviewing the current West Virginia Occupational Therapy Practice Act, the AOTA Model Practice Act, and practice acts from other states, in an effort to update our Act. In the thirty years since the current Act was adopted in 1978, the scope of Occupational Therapy has radically expanded and changed wherein now practitioners provide services to individuals of all ages in a wide range of settings. In addition to more clearly defining the scope of Occupational Therapy, other proposed changes include removing the physician referral requirement in order to enable patients with non-medical conditions access to occupational therapy services.

Also proposed is a change in the license renewal requirement to a biennial renewal.

The proposed Practice Act was sent to both the Senate and House Chair of the Government Organization Committee on February 5th, 2008, requesting they adopt a study resolution during the 2008 interim session, for introduction as a Bill in the 2009 Legislative Session.

To obtain a draft copy of the proposed Practice Act submitted to the legislature, send your request to the Board at vmalnikoff@wvbot.org or to the address shown above.

State meetings

As part of the process of revising our Practice Act, the Board will hold a series of meetings across the state, to allow practitioners the opportunity to review and discuss proposed changes. Licensees are encouraged to attend a meeting in your area, as the changes will impact all practitioners and your input and support is needed. If your facility would like to host one of these meetings in your area, please contact the Board at 304-285-3150 or vmalnikoff@wvbot.org. Watch the Board website, www.wvbot.org, for more information and schedule as it becomes available.

Board News

- ❖ The Board unanimously voted during its January 11th, 2008 meeting to maintain current officers for 2008.
- ❖ The Board unanimously voted to renew the current office lease, which expires in May, for another three year term.
- ❖ After 2008 license renewal, there were 449 OTR's and 254 COTA's licensed in WV.

www.wvbot.org

We are always looking for ways to improve our website to make it more beneficial and user-friendly to practitioners. If you have suggestions or feedback, please email them to the Board at vmalnikoff@wvbot.org.

Disciplinary Actions

Investigations into complaints continue to be conducted as necessary to assure compliance to licensure laws and to protect the public. There have been no new disciplinary actions taken by the Board.

Position Statement – Electronic Signatures

At the April 4, 2008 Board meeting, the WV BOT approved the following Position Statement regarding the “Use of Electronic Signatures to Demonstrate Supervision”. You may also view this and other Position Statements on the website.

REVIEW OF LEGISLATIVE RULES:

West Virginia Code currently dictates that Direct and General Supervision “is demonstrated through co-signatures on all paperwork pertaining to the practice of occupational therapy for the person requiring direct / general supervision. All paperwork pertaining to the practice of occupational therapy must be signed and dated by the supervising licensed occupational therapist.”

POSITION CLARIFICATION:

With the trend toward maintaining records and submitting information electronically, the question of how to meet supervision co-signature requirements is often asked.

The purpose of co-signatures is to document the fact that certain actions occurred in accordance with the predicate rule (e.g. *approved, reviewed, and verified*). Given the various electronic systems being used with a range of capabilities, this purpose may be accomplished in a variety of ways where electronic records replace paper copies. A system may allow a (C)OTA to forward progress notes to the OT(R) for review and electronic approval. In addition, electronic notes made by supervising OT(R)'s should indicate the date and nature of the supervision provided (i.e. review of progress notes, inspection of service delivery, meeting to review the outcome of service delivery). In all cases, the system must clearly state that it is an “electronic signature”.

Regardless of the system being used, it is the mutual responsibility of the OT(R) and (C)OTA to ensure that the act of supervision is clearly documented and available for inspection in the event of an audit or investigation.

West Virginia Board of Occupational Therapy

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2008 RENEWAL NEWSLETTER

October 2007



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License renewal time is here!

It is now time to renew your licensure to continue practicing Occupational Therapy in WV for the year 2008. Enclosed you will find the renewal application and information related to continuing competency requirements. As we received an overwhelming request on 2007 renewal applications for newsletters to be mailed, as opposed to viewing on-line, we hope that including the renewal application will help make the renewal process more efficient. The application and newsletter are still available for viewing and/or download from our website at www.wvbot.org.

Licensure renewal requires 12 hours of education and continuing competency activities annually. This requirement applies only to licensees who have been under the status of permanent licensure for the entire 2007 calendar year. The enclosed summary of the broad variety of activities you may claim is included to aid in the completion of your renewal application. Please note that there is a maximum allowable credit for some activities. This is intended to encourage a varied competency experience. An excess of 6 hours may be carried into the next calendar year renewal period if you have surpassed the annual 12 hour requirement for the current year.

Renewal information continued...

Unless you are further instructed to do so, please do not send copies of continuing education documents with your renewal application. The Board conducts a random audit of these annually. If you have been selected to participate in this audit, this packet will contain further instructions.

Your renewal application and associated fee must be returned to the Board office prior to the issuance of 2008 license cards. You may not practice Occupational Therapy in WV after December 31, 2007 without the actual license cards in your possession. To assure receiving your 2008 license cards prior to January 1, 2008, submit your properly completed renewal application by December 1, 2007. The Board recommends that you make copies of your renewal application before mailing it. Renewal application must be postmarked by December 31, 2007 to avoid late fee. Delinquent application and late fee payment submission does not constitute an extension of the licensure privilege beyond December 31, 2007.

Supervision Survey Results

In our Mid-Year 2007 newsletter, we asked for input regarding limits on the number of staff an OT(R) can supervise. Thanks to those who responded to the survey for your valuable input.

Of the 73 responses, 79% believed there should be limits to the number of staff an OT(R) can supervise concurrently. However, the overwhelming comment related to the many situational factors that are involved in determining what that appropriate number would be.

Please be reminded that nothing has been changed at this point. We are just beginning to review our Practice Act and Legislative Rules to identify areas that need to be addressed at our next Legislative review. Please continue to forward to the Board any input / comments you have regarding any area of the current Practice Act / Legislative Rules you would like to see addressed. You can mail these comments to the address at the top of this newsletter, or email them to vmalnikoff@wvbot.org.

WVBOT Disciplinary Actions

The following disciplinary action has been taken for a violation of the Practice Act and/or Legislative Rules governing the practice of Occupational Therapy in the state of West Virginia. Investigations will continue to be conducted as necessary to assure compliance to licensure laws and to protect the public.

Kristi Rota, OT

License #1202

License revoked April 17, 2007

*Disciplinary actions can also be found on our website under *License – Disciplinary Actions*.

West Virginia Board of Occupational Therapy

**Annual Report
2008-2009**

Licensure Application

Field Work Experience:

<u>Facility</u>	<u>City/State</u>	<u>From/To</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Have you taken or are you scheduled to take the NBCOT Certification Exam?

Yes _____ No _____

Place of Exam: _____ Date of Exam: _____

Passing results: Yes _____ No _____ Pending _____

Certification Number: _____ Is Certificate current? _____

If applying for a Limited Permit, have you previously taken and failed the Certification Exam?

Yes _____ No _____

Have you previously been licensed, held a Limited Permit, or practiced under Reciprocity in WV?

Yes _____ No _____

Do you hold a current License, Certification or Registration in another state? Yes _____ No _____

List: a) _____
b) _____
c) _____

Do you hold an expired License, Certification or Registration in another State? Yes _____ No _____

List: a) _____
b) _____
c) _____

Have you ever had a Professional Occupational License, Certification or Registration revoked?

Yes _____ No _____ if yes, where: _____

Date: _____ please explain: _____

Reinstated: _____ Date: _____

Have you ever voluntarily surrendered a License, Certification or Registration? Yes _____ No _____

If yes, where: _____ Date: _____

Please explain: _____

Have you ever been disciplined by a regulatory Agency/Board? Yes _____ No _____

If yes, where: _____ Date: _____

Please provide details: _____

Is there Disciplinary Action pending against you in any Jurisdiction? Yes _____ No _____

If yes, where: _____ Date: _____

Please provide details: _____

Have you ever been convicted of a Felony? Yes _____ No _____

If yes, where: _____ Date: _____

Please provide details: _____

Have you pleaded guilty to or been convicted of a lesser charge? Yes _____ No _____

If yes, where: _____ Date: _____

Please provide details: _____

What is your current status?

Full time OT or OTA _____ Part time OT or OTA _____ Employed outside OT _____

Unemployed _____ Retired _____

If employed or anticipating employment for practice in WV:

Date of employment: _____

Facility: _____

Address: _____

Number/Street

City County State Zip Code

Telephone number: _(____)_____ Hours/Week: _____

Describe duties/area of practice: _____

If employed by an agency (3rd party) other than where services are provided:

Agency/group name: _____

Address: _____

Number/Street

City County State Zip Code

Telephone number: _(____)_____ Hours/Week: _____

Describe duties/area of practice: _____

****NOTE: Continue on a separate sheet if practicing at more than one facility or for more than one employer. ****

If unemployed, are you seeking employment as an OT or OTA? Yes _____ No _____

If you are a COTA, please state your level of experience:

Level I _____ Level II _____ Level III _____
(Entry) (1-2 yrs) (3 yrs plus)

If supervising Occupational Therapy Assistant(s) or Limited Permit Holder(s), list names and locations:

I do___ do not___ wish for my name, license number and address to be made available for non-WVBOT business through the mailing list provided to third parties under the Freedom of Information Act. List does not include telephone numbers or employment information.

Name/signature/date/telephone/relationship of individual(s) (if any) assisting with completion of application.

Name: _____ Signature: _____

Date: _____ Telephone: _____

SUBMIT WITH ATTACHED AFFIDAVIT COMPLETED

PURSUANT TO W.VA. CODE §48A-5A-5(c) EACH APPLICANT FOR LICENSE MUST ANSWER THE FOLLOWING QUESTIONS AND CERTIFY, UNDER PENALTY OF FALSE SWEARING, THAT THESE ANSWERS ARE TRUE AND CORRECT.

	YES	NO
1. Do you have a child support obligation?	<input type="checkbox"/>	<input type="checkbox"/>
2. If you answer to question 1, above, is yes, are you in arrearage?	<input type="checkbox"/>	<input type="checkbox"/>
3. If the answer to question 2, above is yes, does your arrearage equal or exceed the amount of child support payable for six (6) months?	<input type="checkbox"/>	<input type="checkbox"/>
4. Are you the subject of a child support related subpoena or warrant?	<input type="checkbox"/>	<input type="checkbox"/>

If you make a false statement concerning any question on this application, you may be subject to disciplinary action including, but not limited to, immediate revocation or suspension of your license.

I, _____, do hereby certify, under penalties of perjury and false swearing, that the above questions are true and correct to the best of my knowledge.

Applicant signature

Affidavit

I, the undersigned, being duly sworn, according to law, do depose and say that I am the person making this application; that the statements therein are true to the best of my knowledge and belief, that I have complied with the requirement of the law; and that I have read and understand it.

I hereby authorize all hospital(s), institution(s), or organizations(s), personal physicians, employers (past and present), and all governmental agencies and instrumentalities (local, state, federal) and American Occupational Therapy Certification Board, Inc., to release to the Board of Occupational Therapy any information which is material to my application for licensure.

I have carefully read the questions in the foregoing application and have answered them completely, without reservations of any kind, and I declare that my answers and all statements made by me herein are true and correct. Should I furnish any false information in this application, I here agree that such act shall constitute cause for denial, suspension or revocation of my license to practice as an Occupational Therapist or Occupational Therapy Assistant in the State of West Virginia.

APPLICANT SIGNATURE

DATE

PRINT NAME

Subscribed and sworn to before me:

NOTARY PUBLIC

DATE

State of _____

County of _____

SEAL

My commission Expires _____

Enclose with completed application and the fee indicated on the instruction sheet. Fee is non-refundable. Make checks payable to the West Virginia Board of Occupational Therapy.

BOARD USE ONLY

WVBOT APPROVAL

Date: _____
Date: _____
Date: _____
Date: _____

MAY NOT BE COPIED FOR REDISTRIBUTION

West Virginia Board of Occupational Therapy

**Annual Report
2008-2009**

Active Licensees

Active Licensees

7/30/09

COTA/L-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
OTR/L	Aaron	Sarah	Kathryn	1423	Good Standing
OTR/L	Abella	Maria Minerva	Bordallo	827	Good Standing
COTA/L	Aboulhosn	Khaled	Jaudat	C1036	Good Standing
COTA/L	Absher	Carlene	Michele	C1526	Good Standing
OTR/L	Acord	Stephania	Amanda	1059	Good Standing
OTR/L	Adams	Alayna	Dawn	1279	Good Standing
OTR/L	Adams	Carrie	Beth	1074	Good Standing
OTR/L	Adams	Linda	Kay	1344	Good Standing
OTR/L	Adams	Stephanie	Lynn	1372	Good Standing
COTA/L	Adkins	Amy	Juanita	C1141	Good Standing
OTR/L	Adkins	Christina	Lynn	1128	Good Standing
OTR/L	Adkins	Heather	Laine	1433	Good Standing
COTA/L	Akers	Tiffany	Renea	C1664	Good Standing
OTR/L	Alford	Robert	William	1016	Good Standing
OTR/L	Allen	Deborah	Doleski	123	Good Standing
OTR/L	Alvarez	Meridith	Catherine	1187	Good Standing
OTR/L	Alvey	Vicki	Lee	263	Good Standing
OTR/L	Ambrose	Kristina	Marie	1103	Good Standing
OTR/L	Amuthavalli	Anne	Navaneetha	444	Good Standing
OTR/L	Anderson	David	James	932	Good Standing
OTR/L	Anderson	Todd	Michael	833	Good Standing
COTA/L	Apsey	Lisa	Marie	C1702	Good Standing
OTR/L	Ardire	Deborah	Rose	1298	Good Standing
OT/L	Armstrong	Richard	Norman	213	Good Standing
OTR/L	Arnold	Joan	Kathleen	589	Good Standing
OT (lp)	Arthurs	Ashley	Marie	LPT306	Good Standing
COTA/L	Ayers	Marsha	Lynne	C1250	Good Standing
OTR/L	Aylor-Biggs	Raegan	Whitney	1160	Good Standing
COTA/L	Bailey	Andrea	Ruth	C1626	Good Standing
OTR/L	Baillie	Michele	Dorgan	193	Good Standing
COTA/L	Baker	Rosemary	Lannen	C1347	Good Standing
OTR/L	Ball	Monica	Kristen	934	Good Standing
COTA/L	Ball	Shaunda	Lynn	C1505	Good Standing
COTA/L	Ballenger	Tanya	Dawn	C1512	Good Standing
OTR/L	Banerjee	Abhijit		850	Good Standing
OTR/L	Banzon	Jasper	Sorongon	1092	Good Standing
OTR/L	Bare	Brian	Joseph	826	Good Standing
COTA/L	Barr	Heather	Denise	C1640	Good Standing
OTR/L	Barrick	Judith	Rose	310	Good Standing
COTA/L	Barrow	Danielle	Marie	C1433	Good Standing
COTA/L	Barte	Marianne	Livia	C1094	Good Standing
COTA/L	Bates	Brandi	S.	C1709	Good Standing
OTR/L	Bateson	Jennifer	Lee	1407	Good Standing
OTR/L	Bauer	Amanda	Joyce	1350	Good Standing
OTR/L	Beard	Joan	Elaine	371	Good Standing
OTR/L	Becker	Rosalyn		289	Good Standing
OTR/L	Beckett	Rebecca	Ann	899	Good Standing
OTR/L	Been	Franklin	Ray	1082	Good Standing
OTR/L	Belcastro	Jaelyn	Michele	1349	Good Standing
OTR/L	Bennett	Susan	Nicole	1273	Good Standing
OTR/L	Bennington	Crystal	Gayle	1131	Good Standing
OTR/L	Bergstein	Lauren	Muriel	1428	Good Standing
OTR/L	Berry	W.	Bradley	742	Good Standing
OTA/L	Bess	Mistie	Dawn	C1607	Good Standing

Active Licensees

7/30/09

COTA/L-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
OTR/L	Bettem	Kelly	Dawn	1147	Good Standing
OTR/L	Bevil	Tina	Marie	233	Good Standing
OTR/L	Bicol Jr.	Francisco	Casio	1270	Good Standing
OTR/L	Biller	Lisa	Dawn	1179	Good Standing
OTR/L	Bills	Angela	Renee	1352	Good Standing
COTA/L	Bini	Shellie	Marie	C1630	Good Standing
COTA/L	Bittinger	Jessica	Lynn	C1644	Good Standing
COTA/L	Black	Jeffery	Todd	C1399	Good Standing
OTR/L	Black	Sarah	VanR.	1332	Good Standing
OTR/L	Blackhurst	Kami	Lynn-Barber	1439	Good Standing
OTR/L	Blake	Rochelle	Leigh	1194	Good Standing
OTR/L	Blankenship	Erin	Brooks	1426	Good Standing
OTR/L	Blevins	Mallerie	Jane	244	Good Standing
COTA/L	Blizzard	Emily	Gail	C1247	Good Standing
OTR/L	Blose	Kathryn	Elizabeth	685	Good Standing
OTR/L	Blosser	Kara	Beth	900	Good Standing
COTA/L	Blubaugh	Darlene	K	C1612	Good Standing
OTR/L	Bogges	Connie	Sue	1239	Good Standing
COTA/L	Boggs	Susan	Michelle	C1319	Good Standing
OTR/L	Boice	Jennifer	Lynn	1240	Good Standing
COTA/L	Bolen	Lorrie	Ann	C1033	Good Standing
OTR/L	Bootcheck	Daren	Scott	1142	Good Standing
OTR/L	Booze	Marquita	Faith	1409	Good Standing
OTR/L	Bowe	Ashley	Nichole	1274	Good Standing
OTR/L	Bowers	Melonie	Beth	1164	Good Standing
OTR/L	Bowman	Leslie	Whitman	842	Good Standing
COTA/L	Bowman	Sharon		C1648	Good Standing
COTA/L	Bowyer	Patrick	Scott	C1596	Good Standing
COTA/L	Boyd	Amber	Ashley Rein	C1556	Good Standing
OTR/L	Bragg	Dawn	Marie	580	Good Standing
OTR/L	Brennan	Amy	Frances	1267	Good Standing
COTA/L	Briggs	Carla	Mary	C1660	Good Standing
OTR/L	Brinkley	Jessica	Lynne	1391	Good Standing
OTR/L	Brinkley	Katie	Suzanne	1122	Good Standing
OTR/L	Brodegard	Charles	Thomas	745	Good Standing
OTR/L	Brodegard	Lydia	Rachele	1238	Good Standing
OTR/L	Brogley	Kevin	Michael	775	Good Standing
OTR/L	Brooks	Veronica	Sue	481	Good Standing
COTA/L	Brown	Clara	Lynn	C1515	Good Standing
OTR/L	Brown	Jennifer	Michelle	1061	Good Standing
OTR/L	Browning	Danielle		924	Good Standing
OTR/L	Browning	Jason	Todd	1145	Good Standing
COTA/L	Bryant	Audrey	Midkiff	C1559	Good Standing
COTA/L	Bryant	Stephanie	Diane	C1653	Good Standing
COTA/L	Bucklen	Michelle	Elaine	C1424	Good Standing
COTA/L	Buhrman	Emily	Marie	C1618	Good Standing
OTR/L	Burgess	Heidi	Jill	1140	Good Standing
OTR/L	Burgess	Phebe	Elizabeth	630	Good Standing
OTR/L	Burgess	Stephanie	Yvonne	467	Good Standing
OTA/L	Burian	Gary	Leonard	C1021	Good Standing
OTR/L	Burns	Amy	Jo	984	Good Standing
OTR/L	Burr	Megan	Joy	1414	Good Standing
OTR/L	Butler	Robbin	Lee	258	Good Standing
OTR/L	Butts	Jamie	Michelle	1178	Good Standing

Active Licensees

7/30/09

COTA/L-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
OTR/L	Bynum	Harriet	Edna	851	Good Standing
COTA/L	Bynum	Malcolm	Ward	C1500	Good Standing
COTA/L	Byrne	Mary	Abajian	C1446	Good Standing
OTR/L	Cade	Jennifer	Frances	1193	Good Standing
COTA/L	Cady	Tawnya	Linn	C1643	Good Standing
OTR/L	Cain	Brianna	Lee	1192	Good Standing
COTA/L	Caldrone	Jennifer	Lynne	C1383	Good Standing
OTR/L	Caliguire	Mariesa	Catherine	1430	Good Standing
COTA/L	Campbell	Marjorie	Arlene	C1695	Good Standing
OTA/L	Campbell	Sandra	Sue	C1617	Good Standing
COTA/L	Campbell	Tiffany	Nicole	C1594	Good Standing
OTR/L	Cardany	Elizabeth	Margaret	1116	Good Standing
OTR/L	Cardany	Scott	Ryan	1105	Good Standing
COTA/L	Carson	Lori	Ann	C1468	Good Standing
OTR/L	Carson	Raji	Kathleen	993	Good Standing
OTR/L	Carte	Jami	Lynn	1060	Good Standing
OT/L	Carter	Diana	Jo	1233	Good Standing
OTR/L	Carter	Shanna	Michelle	1125	Good Standing
OTR/L	Carter	Shawna	Renee	935	Good Standing
COTA/L	Carver	Rhonda	Lynn	C1071	Good Standing
OTR/L	Casari	Cherie	A.	1034	Good Standing
OTR/L	Castilla	Lisa	Marie	878	Good Standing
COTA/L	Casto	Curtis	Clark	C1111	Good Standing
OTR/L	Casto	Valerie	Virginia	150	Good Standing
OTR/L	Castro	Kristen	Rachelle	1351	Good Standing
COTA/L	Chaffin	Alesa	Adrienne	C1411	Good Standing
OTR/L	Chandler	Dana	Jo	912	Good Standing
OTR/L	Chapman	Bobbie	Jo	502	Good Standing
OTR/L	Chapman	Stephanie	Dawn	1421	Good Standing
COTA/L	Chernutan	Wendi	Oxley	C1577	Good Standing
COTA/L	Cherok	Amy	Lynne	C1391	Good Standing
OTR/L	Childers	Amy	Danielle	966	Good Standing
OTR/L	Cichowicz	Richard	Edward	818	Good Standing
OTR/L	Cipoletti	Allison	Nicole	1394	Good Standing
COTA/L	Cisco	Martha	Lee	C1069	Good Standing
OTR/L	Citerone	Kathy	Maureen	1175	Good Standing
OTR/L	Clark	Heather	Lee	438	Good Standing
COTA/L	Clark	Joan	Parker	C1196	Good Standing
OTR/L	Clark	Kelsey	Nichole	1406	Good Standing
COTA/L	Clark	Melissa	Dawn	C1541	Good Standing
COTA/L	Clarkson	Heather	Irene	C1570	Good Standing
OTR/L	Clay	Mildred	Susie	453	Good Standing
OTR/L	Cliff	Cindy	Leigh	623	Good Standing
COTA/L	Coalson	Brandee	Nichole	C1684	Good Standing
COTA/L	Cobb	Alicia	Ann	C1477	Good Standing
OTR/L	Coggins	Gina	Marie	583	Good Standing
OTR/L	Colaianne	Donna	Jeanne	1251	Good Standing
OTR/L	Cole	Amanda	Leigh	1225	Good Standing
COTA/L	Collins	Amanda	Lynn	C1490	Good Standing
COTA/L	Colucci-Ayers	Erica	D	C1622	Good Standing
OTR/L	Colwell	Christine	Nicole	1371	Good Standing
COTA/L	Colwell	Melissa	Day	C1467	Good Standing
COTA/L	Compton	Melissa	Ann	C1697	Good Standing
OTR/L	Conley	Carolyn	Louise	1217	Good Standing

Active Licensees

7/30/09

COTA/L-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
OTR/L	Conley	Mary	Theresa	1123	Good Standing
OTR/L	Connolly	Nichole	Eve	1373	Good Standing
COTA/L	Cook	Jillian	Renae	C1564	Good Standing
OTR/L	Cooper	Molly	Dale	1069	Good Standing
OTR/L	Cormack	Elizabeth	Mary	695	Good Standing
OTR/L	Coulter	Jill	Elizabeth	906	Good Standing
COTA/L	Coulter	Staci	Dawn	C1609	Good Standing
OTR/L	Craiger	Deanna	Lynn	1197	Good Standing
OTR/L	Crilley	Barbara	Jeanne	1434	Good Standing
OTR/L	Criniti	Amber	Marie	1180	Good Standing
OTR/L	Cronin	Anne	Frances	709	Good Standing
OTR/L	Crosby	Zachary	Abraham	702	Good Standing
OTR/L	Crum	Teresa	G.	1338	Good Standing
COTA/L	Cumpton	Helen	Michelle	C1566	Good Standing
OTR/L	Cupini	Sondra	Marie	692	Good Standing
OTR/L	Daggett	Toby	Dean	1015	Good Standing
COTA/L	DaLonzio	Melissa	Ann	C1707	Good Standing
OTR/L	Damm	Cara	Nicole	1032	Good Standing
OTA/L	Daniels	Michelle	Ann	C1576	Good Standing
OTR/L	Daniels	Shannon	Kay	1258	Good Standing
OTR/L	Dantry	Jami	Marie	1020	Good Standing
OT/L	Daub	Amy	Christine	961	Good Standing
COTA/L	Davidson	Deborah	Lee	C1510	Good Standing
OTR/L	Davis	Diana	Rae	621	Good Standing
OTR/L	Davis	Lucas	Benjamin	1143	Good Standing
OTR/L	Davis	Roxanna		1416	Good Standing
OTR/L	Dawson	Krista	Kay	1135	Good Standing
OTR/L	Deal	Michele	Lynn	869	Good Standing
COTA/L	DeHart	Jamie	Ann	C1409	Good Standing
OTR/L	DeLeurere	Kristi	Lynne	1277	Good Standing
OTR/L	Demi	Amy	Sue	880	Good Standing
COTA/L	Dennis	Erica	Lynn	C1335	Good Standing
OTR/L	Dent	Alexandra	Ekels	1312	Good Standing
COTA/L	Dent, Jr.	Harold	Thomas	C1426	Good Standing
OTR/L	Destito	Jennifer	Nicole	943	Good Standing
OTR/L	DeWitt	Laura	June	457	Good Standing
COTA/L	Dickens	Ashley	Dawn	C1656	Good Standing
OTR/L	Dietrich	Lynn	Ann	1403	Good Standing
OTR/L	Dignan	Janet	Marie	344	Good Standing
COTA/L	Dingess	James	Ray	C1543	Good Standing
COTA/L	Dobson	Sherr	Michelle	C1672	Good Standing
OTR/L	Dodson	Catherine	Diane	1198	Good Standing
COTA/L	Dominick	Joseph	James	C1557	Good Standing
OTR/L	Donaldson	Shawn	Paul	857	Good Standing
OTR/L	Dooley	Ligeia	Mae	1063	Good Standing
OTR/L	Dorian	Molly	Renee	1282	Good Standing
OTR/L	Dorsey	Megan	Ann	1388	Good Standing
OTR/L	Double	Erin	Kathleen	1402	Good Standing
OTR/L	Douglas	Martin	Kent	366	Good Standing
COTA/L	Duckworth	Carrie	Lynn	C1396	Good Standing
COTA/L	Dumm	Ann	Denise	C1005	Good Standing
COTA/L	Durham	Letitia	Ardella	C1487	Good Standing
OTR/L	Durst	Stephanie	Raye	1304	Good Standing
OTR/L	Dziak	Jason		799	Good Standing

Active Licensees

7/30/09

COTAL-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
COTAL	Eckman	Dawn	Renee	C1666	Good Standing
COTAL	Eller	Tammy	Rennee	C1544	Good Standing
COTAL	Elliott	Michael	Loye	C1060	Good Standing
OTR/L	Elmore	Stephanie	Amanda	1341	Good Standing
OTR/L	Epperly	Kelly	Jo	1300	Good Standing
OTR/L	Erzkus	Cynthia	Lou	876	Good Standing
COTAL	Escobedo	Jennifer	Lee	C1639	Good Standing
OTR/L	Eskins	Lisa	Knierim	1124	Good Standing
OTR/L	Estep	Lydia	Eleanor	266	Good Standing
OTR/L	Ethridge	Katie	Taylor	1310	Good Standing
COTAL	Eubank	Misty	May	C1520	Good Standing
OTR/L	Evans	Donna	Jean	1241	Good Standing
COTAL	Evans	Sara	Faye	C1485	Good Standing
OTR/L	Evans,II	Charles	Edward	950	Good Standing
OTR/L	Fabbri	Erik	Stephen	917	Good Standing
OTR/L	Fannin	Laura	Melissa	325	Good Standing
OTAL	Fawley	Renee	Denise	C1334	Good Standing
OTR/L	Ferrari	Vincentia	Jean	1358	Good Standing
COTAL	Ferrel	Bre	Dian	C1413	Good Standing
OTR/L	Fertile	Kristi	Lynn	1364	Good Standing
OTR/L	Fink	Leonard	Besso	436	Good Standing
COTAL	Finley	Patricia	Louise	C1104	Good Standing
COTAL	Fitzgerald	Angela	Renee	C1239	Good Standing
OTR/L	Fizer	Shelly	Ann	979	Good Standing
OTR/L	Fleshman	Christopher	Scott	1283	Good Standing
OTR/L	Folk	Brandi	Marie	1154	Good Standing
OTR/L	Ford	Danielle	Renee	983	Good Standing
OTR/L	Forrest	Adam	Collins	637	Good Standing
OTR/L	Fortney	Dannette	Noel	711	Good Standing
COTAL	Foster	Heather	Dawn	C1440	Good Standing
COTAL	Foster	Lauren	Danielle	C1703	Good Standing
COTAL	Fradiska	Bridget	Ann	C1171	Good Standing
COTAL	Frame	Rebecca	Louise	C1710	Good Standing
OTR/L	France	Christine	Renee	1367	Good Standing
OTR/L	Franchi	Sherry	Ann	1355	Good Standing
COTAL	Francis	Tiffany	Renee	C1551	Good Standing
COTAL	Frankenberry	Mary	Patricia	C1514	Good Standing
COTAL	Franko	Amanda	Arline	C1103	Good Standing
OTR/L	Freeman	Shauna	Brianne	1419	Good Standing
OTR/L	Friedman	Susan	Sheryl	1108	Good Standing
OTR/L	Fugate	Bryan	Todd	377	Good Standing
OTR/L	Galilei	Jessica	Jewel	1435	Good Standing
OTA (Ip)	Gambrell	Andrea	Rachelle	LPA203	Good Standing
OTR/L	Garner	Mary	Amanda	1390	Good Standing
OTR/L	Gass	Krista	Michele	1281	Good Standing
OTR/L	Gaughan	Amy	Lynne	1365	Good Standing
COTAL	George	Kimberly	Sue	C1586	Good Standing
COTAL	Gesualdo	Diane	Renee	C1539	Good Standing
OTR/L	Gilbert	Lois	Rosalie	1378	Good Standing
COTAL	Giles	Shirley	Louise	C1651	Good Standing
OT/L	Gillette	Tevin	Michele	1244	Good Standing
COTAL	Glanding	Emilie	Isabella	C1276	Good Standing
OTR/L	Gompers	Sarah	Lucinda	1077	Good Standing
OTR/L	Gongola	Christine	Diana	431	Good Standing

Active Licensees

7/30/09

COTAL-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
OTR/L	Goodall	Leslie	Nancy	375	Good Standing
COTAL	Gossett	Carol	Ann	C1064	Good Standing
OTR/L	Gould	David	Alan	169	Good Standing
OTR/L	Gracey	Stacey	Lynne	941	Good Standing
OTR/L	Graebe	Garth	Lee	995	Good Standing
COTAL	Grant	Tisha	Brooke	C1680	Good Standing
OTR/L	Gray	Noah	Madison	500	Good Standing
OTR/L	Green	Michael	Brian	1385	Good Standing
COTAL	Griffin	Rosemary		C1587	Good Standing
OTR/L	Grimes	Darlene	Louise	992	Good Standing
OTR/L	Grimes	Diane	Marie	1190	Good Standing
OTR/L	Grimes	Parker	Hall	891	Good Standing
COTAL	Grimes	Thomas	Christopher	C1474	Good Standing
OTR/L	Griswold	Dwayne	Curtis	1226	Good Standing
OT/L	Grooms	Carolyn	Sue	1262	Good Standing
COTAL	Grubb	Matthew	Gregory	C1616	Good Standing
COTAL	Grubb	Tara	Michelle	C1658	Good Standing
COTAL	Gunnoe	Julie	Lynn	C1579	Good Standing
COTAL	Guthrie	Amanda	Leigh	C1625	Good Standing
COTAL	Guthrie	Stacey	Lynette	C1404	Good Standing
OTR/L	Gutierrez	Karissa	Marie	1437	Good Standing
COTAL	Gwinn	Patricia	Ruth	C1465	Good Standing
OTR/L	Hager	Mary	Agnes	OO5	Good Standing
OTR/L	Haggerty	Connie	Elaine	1062	Good Standing
OTR/L	Halkett	Elizabeth	Mary	610	Good Standing
OTR/L	Hall	Michelle	Lynne	1374	Good Standing
OTR/L	Hambric	Brenda	Gaye	1359	Good Standing
OTR/L	Hamelin	Scott	Gregory	1028	Good Standing
OTR/L	Hammond	Jennifer	Lynn	1132	Good Standing
OTR/L	Hamrick	Neha	Ashok	1053	Good Standing
OTR/L	Haney	Amber	Elizabeth	1213	Good Standing
COTAL	Hanshew	Alicia	Ann	C1573	Good Standing
COTAL	Hanson	Debra	Sue	C1681	Good Standing
OTR/L	Harbert	Julie	Beth	1357	Good Standing
OTR/L	Harlan	Jennifer	Ann	1237	Good Standing
OTA/L	Harlan	Ryan	Chrisopher	C1317	Good Standing
OTR/L	Harman-Coatswortl	Tammy	Elaine	694	Good Standing
OTA/L	Harne	Cecelia	Linda	C1461	Good Standing
COTAL	Harrah	Susan	Bunny	C1415	Good Standing
OTA/L	Harris	Sharon	Kay	C1542	Good Standing
COTAL	Harris	Tina	Lynn	C1143	Good Standing
COTAL	Harriton	Francis	William	C1585	Good Standing
OTR/L	Harriton	Valerie	Sue	1266	Good Standing
OTR/L	Hartofelis	Michael		834	Good Standing
COTAL	Harvey	Kristi	Lynn	C1611	Good Standing
OTR/L	Hastings	Larissa	Idalmis	1089	Good Standing
OTR/L	Hastings	Leon		1121	Good Standing
COTAL	Hatcher	Loretta "Dee"	Denise	C1597	Good Standing
OTR/L	Hatfield	Brian	Anthony	1009	Good Standing
OTR/L	Hawes	Cheryl	Himes	823	Good Standing
OTR/L	Hawkins	Dana	Lynn	1001	Good Standing
COTAL	Hawkins	Joan	Elizabeth	C1395	Good Standing
OT (lp)	Haynes	Ashley	Nicole	LPT305	Good Standing
OTR/L	Hazelett	Megan	Michelle	1168	Good Standing

Active Licensees

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COTA/L-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
COTA/L	Heath	Lisa	Marie	C1495	Good Standing
OTR/L	Hedrick	Meagan	Ann	1327	Good Standing
OTR/L	Heise	Christy	Louise	1331	Good Standing
OTR/L	Helbig	Sarah	Nicole	1275	Good Standing
OTR/L	Henderson	Olivia	Carol	1199	Good Standing
COTA/L	Henderson	Troy	William	C1155	Good Standing
OTR/L	Henryson	Barbara	Jean	294	Good Standing
COTA/L	Hill	Bambi	Lee	C1394	Good Standing
COTA/L	Hill	Carrie	Elizabeth	C1421	Good Standing
OTR/L	Hnottavange	Loretta	Brooke	1106	Good Standing
OTR/L	Hoffman	Ralph	Paul	1417	Good Standing
OTR/L	Holben	Jennifer	Marie	1229	Good Standing
OTR/L	Holbrook	Ashlie	Jill	1303	Good Standing
COTA/L	Holcomb	Amber	Faith	C1631	Good Standing
COTA/L	Holdren	Meleeia	Faye	C1525	Good Standing
OTR/L	Holsen	Suzanne	Renee	793	Good Standing
OTR/L	Hopkins	Jeffery	Donald	184	Good Standing
OTR/L	Hornsby	Marlo	Renee	1356	Good Standing
COTA/L	House	Jennifer	Renee	C1635	Good Standing
OTR/L	Howell	Justina	DeJang	1325	Good Standing
COTA/L	Huber	Tim	Paul	C1278	Good Standing
COTA/L	Huffman	Curtis	William	C1662	Good Standing
COTA/L	Huffman	Keith	Allan	C1200	Good Standing
COTA/L	Hughes	Jaqueline	Annette	C1482	Good Standing
COTA/L	Hull-Morehead	Jennifer	Lee	C1679	Good Standing
OTR/L	lumbertson-Groga	Autumn	Elizabeth	1127	Good Standing
OTR/L	Hunger	Rachel	Dawn	1370	Good Standing
OTR/L	Hunt	Janet		134	Good Standing
COTA/L	Hunter	Cheryl	Ann	C1055	Good Standing
COTA/L	Hunter	Heather	Michelle	C1678	Good Standing
COTA/L	Hupp	Sonja	Eugenia	C1572	Good Standing
OTA (lp)	Hurley	Terri	Maxine	LPA201	Good Standing
COTA/L	Hurley Jr.	James	Arthur	C1568	Good Standing
OTR/L	Isaac	James	Michael	319	Good Standing
OTA/L	Isner	Eileen	Annette	C1025	Good Standing
OTR/L	Ison	Shanna	Marie	1156	Good Standing
COTA/L	Jackson	Nicole	Dawn	C1386	Good Standing
OTR/L	Jackson	Rebecca	Ann	1084	Good Standing
COTA/L	Jackson	Sarah	Marie	C1407	Good Standing
OTR/L	Jackson	Timothy	Luke	1381	Good Standing
OTR/L	Jacob	Beth	Anne	1271	Good Standing
OTR/L	Jacobs	Laura	Charlotte	1152	Good Standing
OTR/L	Jahn	Susan	Elizabeth	1288	Good Standing
OTR/L	Jefferson	Melissa	Ann	1136	Good Standing
COTA/L	Jenkins	Kristen	Ann	C1704	Good Standing
OTR/L	Jensen	Alicia		1231	Good Standing
COTA/L	Jesse	Brenda	Gail	C1048	Good Standing
COTA/L	Johnson	James	William	C1581	Good Standing
OTR/L	Johnson	Lina	Christina	1343	Good Standing
OTR/L	Johnson	Stephanie	Gwen	1243	Good Standing
COTA/L	Johnson	Susan	E.	C1645	Good Standing
COTA/L	Johnson	Tamara	Irene	C1486	Good Standing
OTR/L	Johnston	Linda	Christine	OO1	Good Standing
OTR/L	Jones	Ester	Lee	955	Good Standing

Active Licensees

7/30/09

COTA/L-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
OTR/L	Jurovcik	Kara	Rae	732	Good Standing
COTA/L	Kaczor	Karen	Elise	C1696	Good Standing
OTR/L	Kalbaugh	Sherri	Ann	1007	Good Standing
COTA/L	Kalcum	Leann		C1509	Good Standing
COTA/L	Kasler	Wendy	Sue	C1042	Good Standing
OTR/L	Katz	Jodi	Beth	484	Good Standing
OTR/L	Keane	Elaine	Mary	1150	Good Standing
OTR/L	Kearns	Emily	Suzanne	959	Good Standing
OTR/L	Keaton	Mitzi	Dawn	1333	Good Standing
COTA/L	Keen	Kimberly	Lynne	C1523	Good Standing
COTA/L	Keene	Cynthia	Lee	C1634	Good Standing
COTA/L	Keffer	Heather	Ashley	C1598	Good Standing
OTR/L	Kelly	Mary	Lee	736	Good Standing
OTR/L	Kendall	Krista	Dawn	1380	Good Standing
OTR/L	Kennedy	Brandy	Lynn	1383	Good Standing
COTA/L	Kesner	Samantha	Desiree	C1571	Good Standing
COTA/L	Kessel	Brenda	Lee	C1355	Good Standing
COTA/L	Kessler	Rebecca	E.	C1593	Good Standing
OTR/L	Kidwell	Mandy	D.	1158	Good Standing
OTR/L	King	Amber	Davina	905	Good Standing
COTA/L	King	Erin	Quinn	C1547	Good Standing
OTR/L	Kingery	Fred	Edward	693	Good Standing
OTR/L	Kiregu	Linus	Maina	824	Good Standing
OTR/L	Kisner	Carol	Marie	886	Good Standing
OTR/L	Klennert	Kristin	Leigh	1064	Good Standing
COTA/L	Knight	Cambria	Michelle	C1646	Good Standing
OTR/L	Kolanko	Stephanie	Ann	1055	Good Standing
COTA/L	Komenda	Stanley		C1312	Good Standing
OTR/L	Kreider	Steven	John	1441	Good Standing
OTR/L	Kuhl	Sigal	Levy	696	Good Standing
OTR/L	LaForme	Ann	Marie	158	Good Standing
COTA/L	Lamantia	Marlene	Victoria	C1107	Good Standing
OTR/L	Lamb	Valerie	Ann	261	Good Standing
COTA/L	Lambert	Jennifer	Amiee	C1370	Good Standing
OTR/L	Lambert	Jennifer	Leigh	1068	Good Standing
OTR/L	Lane	Jennifer	Lynn	584	Good Standing
OTR/L	Lane	Jennifer	Lynn	1415	Good Standing
OTR/L	Largen	Crystal	Dawn	897	Good Standing
OTR/L	LaRue	Katherine	Theresa	298	Good Standing
OTR/L	Laska	Mary	Gertrude	398	Good Standing
OTR/L	Laughery	Mary	Elizabeth	974	Good Standing
OT (lp)	Lawless	Megan	Elizabeth	LPT307	Good Standing
OT (lp)	Lawless	Morgan	Renee	LPT308	Good Standing
OTR/L	Lawson	Holly	James	1334	Good Standing
COTA/L	Lawson	Jennifer	La'belle	C1715	Good Standing
OTR/L	Lawther	Madeline	Marie	1436	Good Standing
OTR/L	Lazor	John	Michael	1081	Good Standing
OTR/L	Leachman	Courtney	Roush	1260	Good Standing
COTA/L	Lee	Pamela	Sue	C1499	Good Standing
OTR/L	Lee-Pride	Jeri	Annette	544	Good Standing
OTR/L	Lent	Michelle	Lee	1408	Good Standing
OTR/L	Lentz, Jr.	Robert	Michael	896	Good Standing
COTA/L	Leonard	Jackie	Kaye	C1448	Good Standing
OTR/L	Leonardi	Amy	Beth	763	Good Standing

Active Licensees

7/30/09

COTAL-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
OTA/L	Lester	Kara	Dee	C1513	Good Standing
COTAL	Lightner	Breanne	Marie	C1469	Good Standing
OTR/L	Lilly	Alexis	Nicole	1396	Good Standing
OTR/L	Lilly	Douglas	Lincoln	895	Good Standing
OTR/L	Lilly	Mark	Vincent	1173	Good Standing
OTR/L	Lilly-Queen	Ashley	Brooke	1234	Good Standing
COTAL	Lindberg	Nichole	Louise	C1531	Good Standing
OTR/L	Lindsey	Stephanie	Lynn	1067	Good Standing
OTR/L	Linkous	Catherine	McKinney	792	Good Standing
COTAL	Lockhart	Amanda	Sue	C1624	Good Standing
COTAL	Lockhart	Ashley	Dawn	C1584	Good Standing
OTR/L	Logwood	Andrea	Michele	1361	Good Standing
OTR/L	Lopez	Hollea	Michaela	1012	Good Standing
COTAL	Loyland	Eric	Berent	C1231	Good Standing
COTAL	Lucas	Scott	Lee	C1296	Good Standing
OTR/L	Ludwig	Mary	Kathryn	1360	Good Standing
COTAL	Lusk	Candace	Leigh	C1381	Good Standing
COTAL	Maddix	Andrea	Faye	C1682	Good Standing
OTR/L	Mallia	Jacqueline	B.	1431	Good Standing
OTR/L	Manchester	Constance	Palmer	147	Good Standing
COTAL	Mann	Faye	Ellen	C1683	Good Standing
COTAL	Manthey	Barbara	Ann	C1163	Good Standing
OTR/L	Markley	Lona	Leigh	1335	Good Standing
OTR/L	Markley	Shannon	Brooks	1313	Good Standing
COTAL	Marshall	Tiffani	Kaye	C1595	Good Standing
COTAL	Marshall	William	Scott	C1138	Good Standing
OTR/L	Martin	Karen	Louise	384	Good Standing
OTR/L	Martin	Kristen	Lynne	1292	Good Standing
OTR/L	Marvel	Brenda		1366	Good Standing
OTR/L	Mason	Shannon	Leigh	1182	Good Standing
OTR/L	Masterman	Gwendolyn	Suzanne	920	Good Standing
OTR/L	Masters	Shannon	Gay	1317	Good Standing
OTR/L	Matthews	Shelda	Lois	731	Good Standing
COTAL	Mazza	Louis	Matthew	C1377	Good Standing
COTAL	McCandless	Maureen	Ann	C1327	Good Standing
OTR/L	McClanahan	Adrienne	Jean	1206	Good Standing
OTR/L	McCombie	Randy	Paul	494	Good Standing
COTAL	McCoy	Belinda	Belle	C1112	Good Standing
COTAL	McDaniel	Johnnie	Ray	C1489	Good Standing
OTR/L	McDonald	Clare	Elizabeth	716	Good Standing
COTAL	McGlothlin	Deseree	Nicole	C1677	Good Standing
OTR/L	McGowan	Suzanne	Frances	101	Good Standing
COTAL	McKenney	Dawn	Debra	C1229	Good Standing
COTAL	McKinney	Christopher	David	C1534	Good Standing
COTAL	McKinney	Sarah	Lynn	C1716	Good Standing
OTR/L	McManamay	Amy	Jo	413	Good Standing
COTAL	McPherson	Charles	Edward	C1336	Good Standing
COTAL	Meeker	Carry	Ann	C1673	Good Standing
COTAL	Mellott	Dustin	Harry	C1692	Good Standing
COTAL	Mellott	Kristen	Ashley	C1565	Good Standing
OTR/L	Melroy	Jennifer	Nicole	1420	Good Standing
OTA/L	Mercer	Nancy	Diane	C1262	Good Standing
COTAL	Metheny	Rebecca	Lynn	C1128	Good Standing
COTAL	Meyers	Supanee		C1582	Good Standing

Active Licensees

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COTAL-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
COTAL	Midkiff	Geneva	Ailene	C1437	Good Standing
COTAL	Midock	Erika	Lynn	C1621	Good Standing
OTR/L	Miller	Barbara	Rose	1324	Good Standing
OTR/L	Miller	Carol	Lorraine	257	Good Standing
COTAL	Miller	Denise	Ann	C1417	Good Standing
OTR/L	Miller	Diane	Jeanette	1162	Good Standing
OTR/L	Miller	Jennifer	Dawn	814	Good Standing
OTR/L	Miller	Maricris	Ho	573	Good Standing
COTAL	Miller	Rachel	Elizabeth	C1649	Good Standing
COTAL	Miller	Stephanie	Ann	C1328	Good Standing
OTR/L	Miller	Thomas	Scott	902	Good Standing
OTR/L	Miller	William	Thomas	1424	Good Standing
OTR/L	Mills	Erica	Dawn	1330	Good Standing
COTAL	Mitchell	Erin	Nicole	C1632	Good Standing
OTR/L	Mockbee	Joy	Renee	1401	Good Standing
OTR/L	Montgomery	Susan	Lynn	938	Good Standing
COTAL	Moody	Susan	Pauline	C1358	Good Standing
COTAL	Mooney	Candice	Kay	C1699	Good Standing
OTR/L	Mooney	Cassie	Lee	1369	Good Standing
COTAL	Moore	Kenneth	Lee	C1099	Good Standing
COTAL	Moore	Michael	Lee	C1035	Good Standing
OTR/L	Moore	Rebecca	Dawn	947	Good Standing
COTAL	Moore	Sarah	Beth	C1592	Good Standing
OTR/L	Morgan	Jo-Clair		1189	Good Standing
OTR/L	Morgan	Leigh	Ann	1336	Good Standing
OTR/L	Morgan	Miranda	Dawn	1389	Good Standing
OT/L	Moriarty	Kitty	Ellen	1093	Good Standing
OTR/L	Morris	Cheryl	Lee	1348	Good Standing
COTAL	Morris	Christy	Nicole	C1718	Good Standing
COTAL	Morrissey	Michael	Francis	C1538	Good Standing
OTR/L	Mosca	Alisa		911	Good Standing
OTR/L	Mosrie	Hala		976	Good Standing
OTR/L	Mott	Stephanie	LuAnn	1326	Good Standing
COTAL	Mounts	Tiiffany	Yvonne	C1627	Good Standing
OTR/L	Muldrew	Sue-Ann	Renee	1429	Good Standing
OTR/L	Mullins	Amy	Marie	1210	Good Standing
COTAL	Mullins	Denise	Renee	C1217	Good Standing
OTR/L	Mullins	Jennifer	Lee	1223	Good Standing
OTR/L	Mullins	Metilda	Shobha	416	Good Standing
COTAL	Murphy	Madeline	Marie	C1691	Good Standing
OTR/L	Murphy	Rhonda	Rae	1041	Good Standing
OTR/L	Musgrove	Brenda	Jo	991	Good Standing
OTR/L	Mutchler	Gail		967	Good Standing
OTR/L	Myers	Elizabeth	Anne	860	Good Standing
OTR/L	mysliwiec-Andlinge	Beth	Ann	498	Good Standing
OT/L	Nagarajan	Hemalini	K.	1174	Good Standing
OT/L	Nahemow	Barbara	Lynn	1411	Good Standing
COTAL	Nash	Jessica	A.	C1713	Good Standing
OTR/L	Neal	Julie	Ann	989	Good Standing
OTR/L	Nesland	Anita	Loriane	430	Good Standing
OTR/L	Newsom	Cindy	Jo	1283	Good Standing
COTAL	Nichols	Lorraine	Marie	C1442	Good Standing
OTR/L	Nicholson	Argil	Waine	1120	Good Standing
COTAL	Nickel	Sherry	Ann	C1674	Good Standing

Active Licensees

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COTAL-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
OTR/L	North	Tara	Jo	1218	Good Standing
COTAL	Nugen	Paula	Nicole	C1578	Good Standing
OTR/L	O'Baker	Pamela	Jean	1090	Good Standing
COTAL	O'Connor	Marcia	Louise	C1029	Good Standing
COTAL	Odell	Glenda	Jean	C1375	Good Standing
OTR/L	Offield	Sandee	Dee	1000	Good Standing
OTR/L	O'Leary	Denis	Michael	721	Good Standing
OTR/L	Oleksa	Breanne	Marie	1232	Good Standing
OTR/L	Ong	Paula	Lee	1246	Good Standing
COTAL	Orr	Carolynn		C1344	Good Standing
OTR/L	Orth	Margaret	Eileen	1280	Good Standing
OTR/L	Osburn	Angela	Brooke	705	Good Standing
OT/L	O'Shea	Robert	Joseph	373	Good Standing
OTR/L	Overcash	Christina	LeAnn	1418	Good Standing
OTR/L	Parker	Leslie	Nicole	1018	Good Standing
COTAL	Parsons	Gretchen	Marie	C1633	Good Standing
OTR/L	Parsons	Sarah	Megan	1387	Good Standing
OT (lp)	Patroski	Nicole	Yvonne	LPT309	Good Standing
OTR/L	Patterson	Jennifer	Lee	996	Good Standing
COTAL	Patton	Ashley	Renee	C1712	Good Standing
COTAL	Paugh	Jessica	LeAnne	C1623	Good Standing
OTR/L	Pauley	Christina	Marie	1035	Good Standing
OTR/L	Pauley	Claudette	Mynes	1236	Good Standing
OTR/L	Pauley	Karrah	Leigh	1087	Good Standing
OTR/L	Pavlock	Megan	E	1422	Good Standing
OTR/L	Pavone	Melanie	Dawn	956	Good Standing
OTR/L	Pederson	Adrien	Leigh	1342	Good Standing
OTR/L	Pegg	Ashleigh	Danelle	1386	Good Standing
OTR/L	Pegg	Mary	Lynn	928	Good Standing
OTR/L	Pelanek	Dorothy	Marie	622	Good Standing
OTR/L	Pelehac	Gina	Marie	1395	Good Standing
OTR/L	Perez	Elizabeth	Caroline	1427	Good Standing
OTR/L	Perry	Krista	Michelle	1005	Good Standing
OTR/L	Pervola	Christel	Michelle	1297	Consent Agreement
COTAL	Peto	Kellie	Rae	C1686	Good Standing
OTR/L	Phelan	Mary	Metta	1289	Good Standing
OTR/L	Pinckney	Cheryl	Anne	414	Good Standing
OT/L	Pinckney	Donald	Kenneth	440	Good Standing
COTAL	Pino	Rachel	Ann	C1661	Good Standing
COTAL	Pitt	Benjamin	Lee	C1569	Good Standing
OTR/L	Polanski	Amy	Lynn	1285	Good Standing
OTR/L	Posch	Melanie	Annette	527	Good Standing
OT/L	Powers	Andrew	Jackson	985	Good Standing
COTAL	Presley	Jaqueline	Maureen	C1369	Good Standing
OTR/L	Price	Carrie	Anne	1248	Good Standing
COTAL	Price	Kiley	Michelle	C1356	Good Standing
OT/L	Proffitt	Sarah	Elizabeth	1208	Good Standing
OTR/L	Queen	Natalie	Brooke	1400	Good Standing
OTR/L	Quesenberry	Kathy	Jo	358	Good Standing
COTAL	Rader	Amber	Marie	C1693	Good Standing
OTR/L	Raleigh	Robin	Annette	1203	Good Standing
OTR/L	Ramey	Lisa	Cheryl	359	Good Standing
COTAL	Ransom	Loyd	Franklin	C1354	Good Standing
COTAL	Ratcliff	Marti	Lea	C1024	Good Standing

Active Licensees

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COTAL-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
COTAL	Ratliff	Hillary	Jo	C1451	Good Standing
OTR/L	Rauch	Dawn	Marie	579	Good Standing
OTR/L	Ravenscroft	Erin	Marie	1183	Good Standing
COTAL	Reel	Michelle	Lynne	C1408	Good Standing
COTAL	Reeves	Janet	Lea	C1194	Good Standing
OTR/L	Rejonis II	Richard	John	1363	Good Standing
OTR/L	Revels	Elizabeth	Susan	1129	Good Standing
OTR/L	Rice	Sarah	Jane	1021	Good Standing
COTAL	Richards	Eric	Thompson	C1068	Good Standing
COTAL	Richardson	James	David	C1687	Good Standing
COTAL	Riffel	Vivian	Maggard	C1018	Good Standing
COTAL	Riggleman	Jane	Lynn	C1186	Good Standing
OTR/L	Riggleman	Kara	Jo	1255	Good Standing
OTR/L	Riley	Juliana	Marie	1070	Good Standing
OTR/L	Risk	Lori	Ann	1100	Good Standing
COTAL	Riska	Darla	Jean	C1493	Good Standing
COTAL	Ritchie	Amy	Renea	C1599	Good Standing
OTR/L	Roberts	Duane	Alan	735	Good Standing
OTR/L	Robinson	Kathleen	Michelle	1294	Good Standing
OTR/L	Robinson	Kathryn	Jeanne	C1532	Good Standing
COTAL	Robinson	Michelle	Dawn	C1074	Good Standing
OTR/L	Robinson	Nancy	Christine	346	Good Standing
OTR/L	Rogar	Amy	Ellen	1276	Good Standing
OTR/L	Rogers	Amanda	Kessler	662	Good Standing
COTAL	Rose	Jenny	Lee	C1139	Good Standing
COTAL	Roth	Michelle	Templeton	C1698	Good Standing
OTR/L	Roush	Andrea	Rae	939	Good Standing
OTR/L	Rowan	Heather	Rene	1235	Good Standing
OTR/L	Rupple	M.	Susan	1321	Good Standing
COTAL	Ryan	Meghan	Kathleen	C1657	Good Standing
OTR/L	Saffouri	Denise	Lynn	926	Good Standing
OTR/L	Santangelo	Jaclyn	Ann	1014	Good Standing
OTR/L	Santer	Michele	Elizabeth	971	Good Standing
OTR/L	Sarder	Alok	Kumar	788	Good Standing
OTR/L	Sarver	Judith	L.	538	Good Standing
OTR/L	Savage	Catherine	Haines	1167	Good Standing
OTR/L	Savage	John	Brian	1169	Good Standing
COTAL	Scarborough	Ashley	Elizabeth	C1550	Good Standing
OTR/L	Schell	Beverly	Diane	1425	Good Standing
COTAL	Schmidt	Danielle	Frances	C1685	Good Standing
OTR/L	Schubert	Shannon	Marie	1384	Good Standing
OTR/L	Schuler	Kena	Sue	1368	Good Standing
OT/L	Scrivener-Vass	Linda	May	845	Good Standing
OTR/L	Seasor Frye	Sonya	Lee	665	Good Standing
OTR/L	Seese	Amanda	Margaret	1017	Good Standing
OTR/L	Seidel	Margaret	Anne	291	Good Standing
COTAL	Sellers	Beth	Mae	C1427	Good Standing
OTR/L	Sellman	Jodi	Lynn	1220	Good Standing
OTR/L	Sergent	Brenford	Edwin	1080	Good Standing
OTR/L	Sergent	Danelle	Dawn	1311	Good Standing
OTR/L	Setaro	Rebecca	Maria	1159	Good Standing
OTR/L	Seymour	Patricia	Anne	246	Good Standing
OTR/L	Shaffer	Karen	Louise	981	Good Standing
COTAL	Shamblin	Daryn	Marie	C1700	Good Standing

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COTAL-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
OTR/L	Shamblin	Deborah	Ann	687	Good Standing
COTAL	Shanholtz	Shawna	Marie	C1701	Good Standing
OTR/L	Shannon	Sandra	Leigh	1171	Good Standing
COTAL	Shaw	Barbara	Jean	C1669	Good Standing
OTR/L	Sheets	Allison	Kay	1346	Good Standing
OTR/L	Sheets	Teresa	Ray	129	Good Standing
OTR/L	Sherrell	Maren	Kate	1205	Good Standing
COTAL	Shock	Tabatha	Opal	C1689	Good Standing
OTA/(lp)	Shrestha	Anup		LPA200	Good Standing
OTR/L	Shumaker	Deidre	Theresa	1163	Good Standing
OTR/L	Shumate	Allison	N	1392	Good Standing
OTR/L	Sickles	Kimberly	Walker	1328	Good Standing
OTR/L	Silkwood	Kristi	Alicia	1195	Good Standing
COTAL	Simms	Lesley	Ann	C1518	Good Standing
COTAL	Simpson	Lisa	Ann	C1663	Good Standing
COTAL	Simpson	Mary	Ann	C1220	Good Standing
OTR/L	Simpson	Phillip	Lee	515	Good Standing
COTAL	Sipes	Lindsey	Renee	C1717	Good Standing
OTR/L	Sipes	Lynn	Marie	1323	Good Standing
COTAL	Sisler	Paula	May	C1142	Good Standing
OT/L	Sites	Stacie	Leigh	888	Good Standing
COTAL	Skaggs	Steven	VanCourtland	C1602	Good Standing
COTAL	Skala	Jennifer	Lynn	C1332	Good Standing
OTR/L	Skrzypek	Melanie	Dawn	1347	Good Standing
COTAL	Slate	Cassandra	Renee	C1603	Good Standing
OTA (lp)	Slone	Rebecca	Ann	LPA202	Good Standing
OTR/L	Smith	Billie	Jo	C1591	Good Standing
COTAL	Smith	Brenda	Kay	C1714	Good Standing
COTAL	Smith	Karen	Joy	C1558	Good Standing
OTR/L	Smith	Kimberly	Dawn	923	Good Standing
OTR/L	Smith	Lecia	Dawn	597	Good Standing
COTAL	Smith	Timothy	Scott	C1274	Good Standing
OTR/L	Smith	Virginia	Grace	957	Good Standing
OTR/L	Snyder	Kelly	Marie	772	Good Standing
OTR/L	Sole	Ashley	Michelle	1440	Good Standing
OTR/L	Sowers	Sharon	Lynne	908	Good Standing
OTR/L	Spatafore	Andrea	Jo	1376	Good Standing
OTR/L	Spencer	Andrea	Marie	815	Good Standing
OTR/L	Spillson	Elizabeth	Ann	390	Good Standing
OTR/L	Spillson	Joseph	Andrew	365	Good Standing
COTAL	Springmann	Christine	Anna	C1304	Good Standing
OTR/L	Stapleton	Meghan	Morrison	1438	Good Standing
COTAL	Stevens	Patricia	Wolf	C1054	Good Standing
OTR/L	Stewart	Lisa	Kay	909	Good Standing
COTAL	Stines	Amy	Jeanne	C1659	Good Standing
OTR/L	Stone	Elizabeth	Ann	892	Good Standing
OTR/L	Stotts	Crystal	Rose	1413	Good Standing
OTR/L	Stowers	Kenneth	Dion	1078	Good Standing
COTAL	Strause	Sherrie	Lynn	C1380	Good Standing
OTR/L	Street	Kristen	Elizabeth	1153	Good Standing
COTAL	Stull	Tiffany	Rose	C1711	Good Standing
OTR/L	Stump	Ann	Chadwick	131	Good Standing
OTR/L	Subasic	Kathleen	Garrett	1216	Good Standing
COTAL	Sullivan	Jill	Rae	C1248	Good Standing

Active Licensees

7/30/09

COTAL-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
OTR/L	Summers	Suzanne	Kathleen	231	Good Standing
COTAL	Sumpter	Jerry	Ray	C1694	Good Standing
COTAL	Surface	Angela	Marie	C1452	Good Standing
COTAL	Surratt	Danny	Keith	C1040	Good Standing
OTR/L	Swoboda	Kathleen		1404	Good Standing
COTAL	Tarver	Deanna	Kelly	C1601	Good Standing
OTA/L	Taylor	Carla	Beth	C1533	Good Standing
OTR/L	Taylor	Renea	Dawn	1286	Good Standing
OT/L	Tennant	Joan	Carol	607	Good Standing
OTR/L	Tennant	Margaret	Wanda	1242	Good Standing
OTR/L	Thaw	Laura	Ann	323	Good Standing
OTR/L	Tincher	Christina	Dell	1393	Good Standing
OTR/L	Tincher	Shelly	B	1250	Good Standing
OTR/L	Tingler	Kimberly	Welch	1148	Good Standing
OTR/L	Tiu	Melissa	Jo	1044	Good Standing
COTAL	Todaro	Theresa	Lee	C1610	Good Standing
OTR/L	Tokash	Jennifer	Ann	743	Good Standing
COTAL	Touray	Fatoumata		C1708	Good Standing
COTAL	Trump	Nichole	Lynn	C1295	Good Standing
OTR/L	Truschel	David	William	919	Good Standing
OTR/L	Turley	Pamela	Jean	990	Good Standing
OTR/L	Turley	Traci	Augusta	1290	Good Standing
COTAL	Tussey	Sarah	Lyn	C1516	Good Standing
COTAL	Twigg	Cynthia	Jean	C1330	Good Standing
OTR/L	Ude	Heidi	Leigh	997	Good Standing
COTAL	Uhler	Bridgette	Adel	C1524	Good Standing
OTR/L	Umstot	Justin	Ray	1382	Good Standing
COTAL	Umstot	Vicky	Lynn	C1428	Good Standing
OTR/L	Usenick	Jody	Henderson	1405	Good Standing
OTR/L	Vance	Amanda	Jane	1412	Good Standing
OTR/L	Vance	Sarah	Ann	1379	Good Standing
OTR/L	Vandale	Cara	Jane	256	Good Standing
OTR/L	VanMeter	Sarah	Lea	1107	Good Standing
OTR/L	Venable	Allison	Beth	898	Good Standing
COTAL	Vernon	Joseph	Dillon	C1690	Good Standing
COTAL	Vest	Casey	Jolene	C1637	Good Standing
OT/L	Vigh	Debra	JoAnn	1254	Good Standing
OTR/L	Vincent	Virginia	Ann	885	Good Standing
OT/L	Viscount	Tracy	Leigh	625	Good Standing
COTAL	Waggoner	Stephanie	Diane	C1432	Good Standing
OTR/L	Waibel	Jason	Aaron	1398	Good Standing
OTR/L	Wallace	Heather	Alyse	879	Good Standing
OTR/L	Walls	Bethany	Jo	1126	Good Standing
OTR/L	Walters	Erik	James	1102	Good Standing
COTAL	Ward	Patricia	Ann	C1650	Good Standing
COTAL	Ware	Kelley	Lynne	C1654	Good Standing
COTAL	Warnock	Tina	Marie	C1010	Good Standing
COTAL	Warrick	Burl	DeLee	C1638	Good Standing
OTR/L	Watson	Erin	Elizabeth	1353	Good Standing
OTR/L	Weaver	Cynthia	Eileen	1339	Good Standing
OTR/L	Webb	William	Eric	813	Good Standing
COTAL	Weicht	Katerina	Elizabeth	C1667	Good Standing
COTAL	Weis	Anthony	Todd	C1574	Good Standing
OTR/L	Weiss	Katherine	Virginia	1354	Good Standing

Active Licensees

7/30/09

COTA/L-OTR/L	Last Name	First Name	Middle Name	WV#	Licensure Status
OTR/L	Werner	Carole	Lockard	305	Good Standing
OTR/L	Westbrock	Amy	Beth	973	Good Standing
OTR/L	Westmoreland	Dianne	Sue	C1412	Good Standing
OTR/L	Weston	Erik	John	819	Good Standing
COTA/L	Wheeler	Corrine	Nichol	C1563	Good Standing
OTR/L	Wheeler	Steven	Daniel	638	Good Standing
OTR/L	White	Danise	Conley	153	Good Standing
COTA/L	White	Heather	Marie	C1705	Good Standing
COTA/L	White	Kristen	Ann	C1302	Good Standing
COTA/L	Whitlock	Jodie	Faith	C1688	Good Standing
COTA/L	Wikel	Amanda	Leigh	C1460	Good Standing
OTR/L	Wilhere	Tawnya	Nicole	596	Good Standing
COTA/L	Williams	Amanda	Rae	C1655	Good Standing
OTR/L	Williams	Ashlee	Brooke	1377	Good Standing
OTR/L	Williams	Kristie	Rae	994	Good Standing
OTR/L	Williams	Maria	Elena	1184	Good Standing
OT/L	Williamson	Casey	Margaret	1072	Good Standing
COTA/L	Willis	Erica	Jo	C1668	Good Standing
OTR/L	Wilson	Heather	Ann	591	Good Standing
COTA/L	Wilson	Shadonda	Evette	C1614	Good Standing
COTA/L	Windows	Wendy	Lynn	C1483	Good Standing
OTR/L	Wingate	Heather	Marie	644	Good Standing
COTA/L	Winter	Robin	Annette	C1706	Good Standing
OTR/L	Wiseman	Lynsey	Rae	1410	Good Standing
OTR/L	Wise-Marks	Elizabeth	Ann	922	Good Standing
COTA/L	Withrow	Erica	Diane	C1536	Good Standing
OTR/L	Wix	Amy	Michelle	951	Good Standing
COTA/L	Wolfe	Brittney	Shea	C1562	Good Standing
COTA/L	Wood	Carey	Ann	C1628	Good Standing
OTR/L	Wood	Shelby	Dyan	1337	Good Standing
OTR/L	Wood	Susan	Michele	945	Good Standing
COTA/L	Woodson	Patricia	Faye	C1670	Good Standing
COTA/L	Workman	Candy	Lynn	C1359	Good Standing
COTA/L	Workman	Katherine	Jane	C1470	Good Standing
OTR/L	Worley	Amanda	Dawn	1191	Good Standing
OTR/L	Wright	Delilah	Latesia	315	Good Standing
COTA/L	Wriston	Dwayne	Edgar	C1636	Good Standing
OTR/L	Wujtow	Nathalie	Adel	1293	Good Standing
OTR/L	Wycoff	Travis	Robert	1073	Good Standing
OTR/L	Yadwadkar	Neelima	Subhash	674	Good Standing
OTR/L	Yeager	Cortney	Brooke	1432	Good Standing
OTR/L	Yglesias	Jane	Graham	940	Good Standing
OTR/L	Yonak	Laurie	Marangoni	1252	Good Standing
OT/L	Young	Darvan	Bethel	179	Good Standing
COTA/L	Young	Kathleen	Marie	C1289	Good Standing
COTA/L	Young	Nanette	DeBernardo	C1575	Good Standing
OTR/L	Zapf	Helen	Pamela	893	Good Standing
COTA/L	Zinn	Leighann	Sommer	C1466	Good Standing
OTR/L	Zirkle	Lindsay	Nicole	1295	Good Standing
OTR/L	Zollars	Deanna	Margaret	210	Good Standing
OTR/L	Zucconi	Annamarie	Magiera	1109	Good Standing

West Virginia Board of Occupational Therapy

**Annual Report
2008-2009**

Summary of Complaints



West Virginia Board of Occupational Therapy
3041 University Avenue
2nd Floor, Suite 6
Morgantown, WV 26505
304-285-3150
www.wvbot.org

Summary of Complaints FY 2008 / 2009

<u>Date Rec'd</u>	<u>Case Number</u>	<u>Description</u>	<u>Resolution</u>
1/07/08	2008#41	Referral from DHHR- verbal abuse to resident	No probable cause
5/20/08	2008#44	Referral from DHHR- abuse/neglect of resident	No probable cause
11/20/08	2008#49	Falsification of records/ Home health billing fraud	Consent Agreement