

West Virginia Board of Occupational Therapy



Annual Report

FY 2009 – FY 2010



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

October 7, 2010

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 2009 and 2010.

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 September 30, 2010, as well as a summary of complaints filed with the Board during the time period reported.

Respectfully yours,

Kathy F. Quesenberry, MSM, OTR/L

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

Martin Douglas, MS, OTR/L

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

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West Virginia Board of Occupational Therapy

**Annual Report
2009-2010**

Board Members



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

Board Members:

Kathy Quesenberry, OTR/L
President / Chairperson
12/31/10

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
12/31/10

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

Bambi Hill, COTA/L
12/31/11

102 Redbud Dr.
Beckley, WV 25801
bhill252001@yahoo.com
phone: 304-254-2262

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
2009-2010**

Financial



West Virginia Board of Occupational Therapy
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Receipts / Disbursements FY 2009 / 2010

<u>7/1/2008-6/30/2009</u>	<u>Receipts</u>	<u>Disbursements</u>
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

7/1/2009-6/30/2010**Receipts****Disbursements**

July	\$ 4,685.00	\$ 5,593.88
August	\$ 2,940.00	\$ 3,333.32
September	\$ 2,420.00	\$ 4,492.74
Quarter Total:	\$10,045.00	\$13,419.94
October	\$ 7,915.00	\$ 6,512.96
November	\$17,330.00	\$ 6,793.35
December	\$51,315.00	\$ 6,044.79
Quarter Total:	\$76,560.00	\$19,351.10
January	\$12,040.00	\$ 5,200.64
February	\$ 3,310.00	\$ 5,263.59
March	\$ 2,840.00	\$13,582.63
Quarter Total:	\$18,190.00	\$24,046.86
April	\$ 2,840.00	\$ 6,226.85
May	\$ 3,300.00	\$ 6,730.51
June	\$ 2,830.00	\$ 7,660.35
Quarter Total:	\$ 8,970.00	\$20,617.71
Grand Total:	\$113,765.00	\$77,435.61

West Virginia Board of Occupational Therapy

**Annual Report
2009-2010**

Board Meeting Minutes



3041 University Avenue
2nd Floor, Suite 6
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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. WV BOT 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. WV BOT 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 Comment period for proposed procedural rules related to eligible employees being compensated for unused sick leave
13	Dept of Administration	8/7/2008	
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
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304-285-3150
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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><i>correspondence</i></u>	<u><i>date rec'd</i></u>	<u><i>issue</i></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.



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2nd Floor, Suite 6
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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

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: 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. WV BOT 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
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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.



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

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 WVPOTA 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
10	WV Legislative Rule-Making 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.



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

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

WVBOT MINUTES: September 18, 2009

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

ABSENT: Brenda Hambric

ALSO PRESENT: Vonda Malnikoff

MEETING CALLED TO ORDER: 11:03 a.m.

Gene motioned to enter Executive Session at 11:04 am. Marty seconded. Vote 4-0.

EXECUTIVE SESSION

Issue 2008 #49 – Complaint; **Case closed.**

Issue 2009 #52 – NSF check. **Case closed.**

Issue 2009 #53 – Reciprocity expired. **Case closed.**

Issue 2009 #54 – NSF check. **Case closed.**

Issue 2009 #55 – Limited Permit expired.

Issue 2009 #56 – Temporary license expired. **Case closed.**

Issue 2009 #57 – Review Cota application.

Phil motioned to end Executive session at 11:10 am. Gene seconded. Vote 4-0.

Gene motioned to accept application of COTA, issue 2009#57, with Kathy to contact her. Marty seconded. Vote 4-0.

Marty motioned to approve May 1st, June 4th, and June 22nd, 2009 minutes. 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. 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. Practice Act mailed with Midyear newsletter to all licensees in May.

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, Vonda, Brenda, and Phil completed training by 6/30/09 deadline.

ACTION/FOLLOW-UP: Vonda to contact BRIM to see if test can still be taken for premium credit.

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. Procedural rule approved to become effective 11/1/09. Emergency Rule for Competency Standards for Advanced Practice mailed to all COTA's 6/18/09.

ACTION/FOLLOW-UP: None.

TOPIC: Review of Comments received during Legislative Rule comment period.

FINDINGS/CONCLUSIONS: Comment period for Legislative Rules ended 6/18/09. Fifteen comments regarding supervision of COTA's and one comment regarding student supervision were received. The primary concern was with the language requiring OTR supervision of the COTA during a patient visit every 30 or 45 days. It was felt the impact this would have on the OTR's caseload and the utilization of COTA's, especially in the school system, would limit the provision of OT services in the state. Upon discussion, the Board voted unanimously to remove the proposed co-visits from the Rule, and to more clearly define the responsibilities of the OTR, using language from AOTA's Guidelines for Supervision, Roles, and Responsibilities During the Delivery of Occupational Therapy Services. The Board also voted unanimously not to change the current student supervision rules. Upon discussion, it was agreed that the current rule is necessary and appropriate to protect consumers and provide adequate training/supervision to students. Response with modified rules sent to all those submitting comments. Agency Approved Rules filed with Secretary of State and Legislative Rule Making and Review Committee 7/2/09.

ACTION/FOLLOW-UP: Vonda to check status of rules with LRMRC.

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. Budget submitted 6/18/09.

ACTION/FOLLOW-UP: None.

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. Newsletter mailed in May.

ACTION/FOLLOW-UP: None.

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. Marty motioned to wait until after new Legislative Rules are passed. Gene seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to pursue with Diana and Infineon, Inc. regarding website capability to offer during 2011 renewal period.

TOPIC: NBCOT Annual Conference

FINDINGS/CONCLUSIONS: Annual conference has been scheduled for October 23-24, 2009 in Baltimore. Conference registration, hotel, and airline reservations made for Kathy.

ACTION/FOLLOW-UP: Kathy to attend conference.

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 4-0.

TREASURER'S REPORT

Cash Balance as of September 1, 2009
\$123,898.11

DEPOSITS SINCE LAST BOARD MEETING

May 14, 2009	\$ 1,255.00
May 28, 2009	1,640.00
June 11, 2009	2,753.00
June 25, 2009	2,740.00
July 9, 2009	2,340.00
July 23, 2009	2,375.00
August 13, 2009	1,430.00
August 28, 2009	1,510.00

TOTAL DEPOSITS \$16,043.00

DISBURSEMENTS SINCE LAST BOARD MEETING

April	\$ 6,534.30
May	6,544.60
June	5,654.87
July	5,593.88
August	3,333.32

NEW BUSINESS

TOPIC: Review of Position Statements

FINDINGS/CONCLUSIONS: Position statements with references to Practice Act were reviewed for modifications necessary to be consistent with new Act. Phil motioned to eliminate the position statement related to Referrals from Optometrists due to direct access eliminating the need for referrals. Gene seconded. Vote 4-0. Gene motioned to re-word the definition of Occupational Therapy with a reference to the Scope of Practice from the new Act in the position statement related to Licensure of Occupational Therapy Educators/University Faculty Positions. Marty seconded. Vote 4-0. Phil motioned to eliminate the School Based Practice position statement and add questions related to Medicaid requirements for COTA supervision and physician's order to the School Based Practice Frequently Asked Questions, with other questions related to physician's orders eliminated due to direct access. Gene seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to make changes to position statements and link to website, with reference in Renewal Newsletter.

TOPIC: Renewal Newsletter

FINDINGS/CONCLUSIONS: Renewal newsletter reviewed and approved for mailing with renewal applications in October.

ACTION/FOLLOW-UP: Vonda to mail in October with renewal applications.

TOPIC: Annual Report

FINDINGS/CONCLUSIONS: Annual report filed on-line 8/4/09.

ACTION/FOLLOW-UP: None.

TOPIC: WVOTA Annual Conference

FINDINGS/CONCLUSIONS: WVOTA has asked for a Board representative to hold a question and answer open forum during 10/31 annual conference in Charleston.

ACTION/FOLLOW-UP: Marty and Phil tentatively scheduled to attend.

TOPIC: AOTA Survey

FINDINGS/CONCLUSIONS: Discussed response to AOTA survey requesting feedback on a revised Code of Ethics.

ACTION/FOLLOW-UP: Vonda to electronically file response to survey.

TOPIC: Pcard Internal Control Procedure

FINDINGS/CONCLUSIONS: Draft procedure reviewed. Marty motioned to approve as written. Phil seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to submit approved Pcard Internal Control procedure.

TOPIC: Copier Contract Renewal

FINDINGS/CONCLUSIONS: Three year copier rental contract has expired. Options are to renew current contract for 12 months at a 30% discount or request quotes for a new copier from all nine qualified regional vendors. Gene motioned to renew current contract. Marty seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to submit change order to renew current contract.

financial

<u>Vendor</u>	<u>Date rec'd</u>	<u>Amount</u>	<u>Note</u>
1 Auditor's Office	6/11/2009	\$19.00	Transactions for May 2009
2 Attorney General's office	6/16/2009	\$91.00	May phone calls re: rules
3 IS&C	6/22/2009	\$22.93	WVFIMS transactions for May 2009
4 IS&C	7/9/2009	\$20.62	WVFIMS transactions for June 2009
5 Auditor's Office	7/13/2009	\$15.00	Transactions for June 2009
6 Attorney General's office	7/13/2009	\$56.00	June phone calls
7 IS&C	7/16/2009	\$100.00	EDP Accounting Svcs - 4th qtr
8 WV Div of Personnel	8/5/2009	\$32.50	Personnel billing 1st Qtr FTE's
9 Auditor's Office	8/11/2009	\$10.00	Transactions for July 2009
10 IS&C	8/27/2009	\$15.84	WVFIMS transactions for July 2009
11 IS&C	9/14/2009	\$31.81	WVFIMS transactions for August 2009
12 Auditor's Office	9/15/2009	\$5.00	Transactions for August 2009
13 Attorney General's office	9/16/2009	\$21.00	August phone call

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

correspondence

<u>Correspondence</u>	<u>Date rec'd</u>	<u>Issue</u>
1 Purchasing	5/1/2009	The Buyers Network - May 2009 issue
2 Brickstreet	5/18/2009	Results of worker's comp premium audit - \$33 credit
3 Stateline	5/18/2009	April 2009 issue
4 WV Board of Optometry	5/28/2009	Request to provide administrative support
5 Purchasing	6/1/2009	The Buyers Network - June 2009 issue
6 Stateline	6/11/2009	May 2009 issue
7 Board of Risk & Ins Mgmt	6/18/2009	Certificates of Liability & Property Insurance
8 State Treasurer	6/22/2009	Spring 2009 Currency Notes
9 Office of Technology	6/24/2009	FY2010 schedule of rates
10 Brickstreet	6/30/2009	Inside Brickstreet - Summer 2009
11 Purchasing	7/1/2009	The Buyers Network - July 2009 issue
12 NPDB-HIPDB	7/13/2009	Data Bank News - July 2009
13 AOTA	7/14/2009	Academic Programs Annual Data Report
14 Stateline	7/14/2009	June 2009 issue

15	AOTA	7/21/2009	State Policy Update July 2009
16	Office of Technology	7/29/2009	Request for Licensing and Permit Information per SB553
17	NBCOT	8/3/2009	Visa Certificates issued in 2nd Qtr 2009
18	Purchasing	8/3/2009	The Buyers Network - August 2009 issue
19	Grady Bowyer	8/3/2009	Email regarding increased RHBT ARC; advising not to pay yet
20	Stateline	8/25/2009	July 2009 issue
21	Grady Bowyer	9/3/2009	Annual Licensing Board seminar date change and agenda
22	Purchasing	9/3/2009	The Buyers Network - September 2009 issue
23	WV Office of Technology	9/16/2009	Cyber Security Seminar

ACTIONS ARE IN BOLD

Meeting adjourned at 1:15 p.m. following the signing of applications. The next regular Board meeting is scheduled for Friday, November 6, 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 6, 2009

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

ABSENT:

ALSO PRESENT: Vonda Malnikoff

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

Marty motioned to approve September 18, 2009 minutes. Phil seconded. Vote 5-0.

Gene motioned to enter Executive Session at 11:12 am. Marty seconded. Vote 5-0.

EXECUTIVE SESSION

Issue 2009 #57 – Review Cota application. **Case closed.**

Issue 2009 #58 – LP expired. **Case closed.**

Issue 2009 #59 – LP void. **Case closed.**

Marty motioned to end Executive session at 11:15 am. Phil seconded. Vote 5-0.

OLD BUSINESS

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, Vonda, Brenda, and Phil completed training by 6/30/09 deadline. Per email from BRIM, program was taken off line and can no longer be taken.

ACTION/FOLLOW-UP: None.

TOPIC: Review of Comments received during Legislative Rule comment period.

FINDINGS/CONCLUSIONS: Comment period for Legislative Rules ended 6/18/09. Fifteen comments regarding supervision of COTA's and one comment regarding student supervision were received. The primary concern was with the language requiring OTR supervision of the COTA during a patient visit every 30 or 45 days. It was felt the impact this would have on the OTR's caseload and the utilization of COTA's, especially in the school system, would limit the provision of OT services in the state. Upon discussion, the Board voted unanimously to remove the proposed co-visits from the Rule, and to more clearly define the responsibilities of the OTR, using language from AOTA's Guidelines for Supervision, Roles, and Responsibilities During the Delivery of Occupational Therapy Services. The Board also voted unanimously not to change the current student supervision rules. Upon discussion, it was agreed that the current rule is necessary and appropriate to protect consumers and provide adequate training/supervision to students. Response with modified rules sent to all those submitting comments. Agency Approved Rules filed with Secretary of State and Legislative Rule Making and Review Committee 7/2/09. LRMRC has sent draft of Administrative Rule 13-01. See New Business.

ACTION/FOLLOW-UP: None.

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. Marty motioned to wait until after new Legislative Rules are passed. Gene seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to pursue with Diana and Infineon, Inc. regarding website capability to offer during 2011 renewal period.

TOPIC: NBCOT Annual Conference

FINDINGS/CONCLUSIONS: Annual conference has been scheduled for October 23-24, 2009 in Baltimore. Conference registration, hotel, and airline reservations made for Kathy. Kathy attended conference as scheduled. Kathy shared several items from conference for Board discussion. See addendum A for list.

ACTION/FOLLOW-UP: Vonda to follow up with AG regarding questions from conference.

TOPIC: Review of Position Statements

FINDINGS/CONCLUSIONS: Position statements with references to Practice Act were reviewed for modifications necessary to be consistent with new Act. Phil motioned to eliminate the position statement related to Referrals from Optometrists due to direct access eliminating the need for referrals. Gene seconded. Vote 4-0. Gene motioned to re-word the definition of Occupational Therapy with a reference to the Scope of Practice from the new Act in the position statement related to Licensure of Occupational Therapy Educators/University Faculty Positions. Marty seconded. Vote 4-0. Phil motioned to eliminate the School Based Practice position statement and add questions related to Medicaid requirements for COTA supervision and physician's order to the School Based Practice Frequently Asked Questions, with other questions related to physician's orders eliminated due to direct access. Gene seconded. Vote 4-0. Changes made to position statements, referenced in Renewal Newsletter, and posted to website.

ACTION/FOLLOW-UP: None.

TOPIC: Renewal Newsletter

FINDINGS/CONCLUSIONS: Renewal newsletter reviewed and approved for mailing with renewal applications in October. Newsletter and renewal applications mailed 10/7/09.

ACTION/FOLLOW-UP: None.

TOPIC: WVOTA Annual Conference

FINDINGS/CONCLUSIONS: WVOTA has asked for a Board representative to hold a question and answer open forum during 10/31 annual conference in Charleston. Marty and Gene attended conference as Board representatives.

ACTION/FOLLOW-UP: None.

TOPIC: AOTA Survey

FINDINGS/CONCLUSIONS: Discussed response to AOTA survey requesting feedback on a revised Code of Ethics. Survey electronically filed 9/22/09.

ACTION/FOLLOW-UP: None.

TOPIC: Pcard Internal Control Procedure

FINDINGS/CONCLUSIONS: Draft procedure reviewed. Marty motioned to approve as written. Phil seconded. Vote 4-0. Procedure submitted to Pcard Division 9/23/09.

ACTION/FOLLOW-UP: None.

TOPIC: Copier Contract Renewal

FINDINGS/CONCLUSIONS: Three year copier rental contract has expired. Options are to renew current contract for 12 months at a 30% discount or request quotes for a new copier from all nine qualified regional vendors. Gene motioned to renew current contract. Marty seconded. Vote 4-0. Change order to extend contract processed.

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 November 1, 2009

\$123,227.41

DEPOSITS SINCE LAST BOARD MEETING

September 10, 2009	\$ 450.00
September 24, 2009	1,970.00
October 8, 2009	1,705.00
October 22, 2009	4,520.00
October 29, 2009	1,690.00

TOTAL DEPOSITS 10,335.00

DISBURSEMENTS SINCE LAST BOARD MEETING

September	\$ 4,492.74
October	\$ 6,512.96

NEW BUSINESS

TOPIC: LRMRC draft of Legislative Rules

FINDINGS/CONCLUSIONS: Board reviewed revised Leg Rule 13-01 as modified by LRMRC. Most changes involved deleting unnecessary definitions and sections duplicated in in the Practice Act or other rules. Supervision requirements were not changed, but moved from definitions to section 13-1-12. Marty motioned to accept changes. Brenda seconded. Vote 5-0. Our Rules will be presented at the November interim committee meeting on November 17th.

ACTION/FOLLOW-UP: Marty and Vonda to attend interim committee meeting.

TOPIC: Computer upgrades

FINDINGS/CONCLUSIONS: The Board discussed the need to upgrade the office computer and purchase a second laptop for Board member use when traveling. Gene motioned to purchase a new desktop, with upgrade to Windows 7 for existing laptop, and to purchase a new compatible laptop at the same time. Marty seconded. Vote 5-0.

ACTION/FOLLOW-UP: Vonda to obtain quotes and information regarding a user's license for software for multiple computers.

financial

	VENDOR	DATE REC'D	AMOUNT	NOTE
1	Auditor's Office	10/13/2009	\$17.00	Transactions for September 2009
2	IS&C	10/19/2009	\$14.55	WVFIMS transactions for September 2009
3	WV Div of Personnel	10/20/2009	\$32.50	Personnel billing 2nd Qtr FTE's
4	IS&C	11/5/2009	\$100.00	EDP Accounting Svcs - 1st Qtr 2010

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	10/5/2009	Data Bank News
2	Purchasing	10/5/2009	The Buyers Network - October 2009
3	Brickstreet	10/13/2009	Inside Brickstreet
4	NBCOT	10/13/2009	Competency self-assessment tools
5	Stateline	10/15/2009	September 2009 issue
6	Purchasing	11/2/2009	The Buyers Network - November 2009

Meeting adjourned at 1:45 following the signing of applications. The next regular Board meeting is scheduled for Friday, January 15, 2010 at 11:00 a.m. at the Morgantown office.

Addendum A

Notes from NBCOT Annual Conference

Questions for AG:

- Are Board members serving on expired terms covered by immunity clause?
- Do we need a motion to adopt agenda at the beginning of each Board meeting?
- What does WV recognize as the definition of a “meeting”?
- Is it, or does it need to be, stated in Code or Rules that the Executive Secretary has the authority to approve applications for licensure without Board approval?
- If the Board wanted to perform supervision audits at facilities, does this need to be stated in the Rules as a Power and Duty of the Board?
- If the Board wanted to require applicants to provide a criminal background check and fingerprinting as a requirement for licensure, does this need to be included in Code or Rules?
 - o If the applicant falsely answers the questions on the application related to criminal background, would the Board be liable if there was an issue?
 - o Do other licensing Boards in WV require criminal background checks for licensure?

Other items for consideration:

- Do we need to state in the minutes the reason to enter executive session?
- Are the consequences of Board members not attending meetings and conditions for removal from the Board stated in State Code?
- We should request a written opinion from AG for any legal question.
- The question on the licensure application related to criminal history should be modified to read, “Have you ever been arrested, charged, convicted, expunged, or pardoned of a felony?”
- Washington DC now requires licensees to have a picture on their license.



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WVBOT MINUTES: January 15, 2010

MEMBERS PRESENT: Phil Simpson, Kathy Quesenberry, Brenda Hambric

ABSENT: Marty Douglas, Gene Brooks

ALSO PRESENT: Vonda Malnikoff

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

Phil motioned to enter Executive Session at 11:10 a.m. to discuss licensee matters.
Brenda seconded. Vote 3-0.

EXECUTIVE SESSION

Issue 2009 #60 – Complaint.
Issue 2009 #61 – LP void. **Case closed.**
Issue 2010 #62 - Complaint
Board member applicant.

Phil motioned to end Executive session at 11:25 am. Brenda seconded. Vote 3-0.

With regard to issue 2010#62, Brenda motioned to wait ten days for agency to file complaint; if not, initiate complaint by the Board. Phil seconded. Vote 3-0.

With regard to COTA vacancy on the Board, Phil motioned to send a notice to all COTA's, informing them of the vacancy and requesting interested licensees to respond prior to March board meeting, and also to send letter to applicant regarding this decision. Brenda seconded. Vote 3-0.

Phil motioned to approve November 6 & 25, 2009 minutes. Brenda seconded. Vote 3-0.

OLD BUSINESS

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. Marty motioned to wait until after new Legislative Rules are passed. Gene seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to pursue with Diana and Infineon, Inc. regarding website capability to offer during 2011 renewal period.

TOPIC: NBCOT Annual Conference

FINDINGS/CONCLUSIONS: Annual conference has been scheduled for October 23-24, 2009 in Baltimore. Conference registration, hotel, and airline reservations made for Kathy. Kathy attended conference as scheduled. Kathy shared several items from conference for Board discussion. See addendum A for list. Discussed AG response to questions.

ACTION/FOLLOW-UP: Vonda to follow up with AG regarding question #5. Could this be covered by 30-28-6 (17)?

TOPIC: LRMRC draft of Legislative Rules

FINDINGS/CONCLUSIONS: Board reviewed revised Leg Rule 13-01 as modified by LRMRC. Most changes involved deleting unnecessary definitions and sections duplicated in in the Practice Act or other rules. Supervision requirements were not changed, but moved from definitions to section 13-1-12. Marty motioned to accept changes. Brenda seconded. Vote 5-0. Rules were passed at the November interim committee meeting on November 17th.

ACTION/FOLLOW-UP: None.

TOPIC: Computer upgrades

FINDINGS/CONCLUSIONS: The Board discussed the need to upgrade the office computer and purchase a second laptop for Board member use when traveling. Gene motioned to purchase a new desktop, with upgrade to Windows 7 for existing laptop, and to purchase a new compatible laptop at the same time. Marty seconded. Vote 5-0.

ACTION/FOLLOW-UP: Vonda to obtain quotes and information regarding a user's license for software for multiple computers.

TOPIC: Review of Comments received by WVPTA regarding Legislative Rules.

FINDINGS/CONCLUSIONS: Regarding Legislative Rule 13-01, the Board agreed to the changes proposed by WVPTA to more clearly indicate that only an occupational therapist, and not an occupational therapy assistant, can supervise an occupational therapy student. Occupational therapy assistants can supervise an occupational therapy assistant student. The Board also agreed to modify 12.5.a. to indicate that only an occupational therapist can supervise limited permit holders.

Regarding Rule 13-05, the Board agreed to add the word "applicable" to 4.5.a. to read "(including applicable fieldwork education)"; the Board agreed to add the phrase "as endorsed by the American Occupational Therapy Association or its successor, or as approved by the WVBOT" to 4.5.b.; Phil motioned to change 4.5.c. to read, "Successful completion of an appropriate continuing education course which includes theory, indications, contra-indications and applications. Gene seconded. The vote was 4-0. Marty motioned to remove 4.5.d. Phil seconded. The vote was 4-0.

To address the question as to how the Board will know if OTA's actually receive the training on new PAM competencies, Phil motioned to add 4.6.a. to the rule stating, "The Board shall conduct random audits of occupational therapy assistants to substantiate competency in physical agent modalities." Gene seconded. The vote was 4-0.

Modifications to the Rules were forwarded to WVPTA on 11/30/09. On 12/21/09, a response from WVPTA indicated they had additional concerns. These concerns were discussed and a response drafted. Phil motioned to respond to WVPTA, striking "(including applicable fieldwork education)" from 13-5-4.5.a. and documenting why the Board believes no further changes are necessary. Brenda seconded. Vote 3-0

ACTION/FOLLOW-UP: Vonda to make modification to the Rules as discussed and send response to WVPTA and Charlie Roscovensky (LRMRC).

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made on the Purchase Card since the last board meeting. Phil motioned to accept all purchases. Brenda seconded. Vote 3-0.

TREASURER'S REPORT

Cash Balance as of January 1, 2010
\$179,034.27

DEPOSITS SINCE LAST BOARD MEETING

November 5, 2009	\$ 2,590.00
November 13, 2009	3,100.00
November 19, 2009	5,210.00
November 25, 2009	6,430.00
December 4, 2009	7,910.00
December 11, 2009	13,470.00
December 18, 2009	17,230.00
December 23, 2009	6,530.00
December 30, 2009	6,175.00

TOTAL DEPOSITS \$68,645.00

DISBURSEMENTS SINCE LAST BOARD MEETING

November	\$ 6,793.35
December	\$ 6,044.79

NEW BUSINESS

TOPIC: Elect officers for 2010

FINDINGS/CONCLUSIONS: Phil motioned to keep current officers for 2010. Brenda seconded. Vote 3-0.

ACTION/FOLLOW-UP: None.

TOPIC: 2010 License renewal update

FINDINGS/CONCLUSIONS: OTR non-renewals: 29 of 517; COTA non-renewals: 35 of 303. Of these 37, 2 are now OTR's. Number of licensees as of 1/13/10: 488 OT's, 268 OTA's. (approximately 10 renewals are still pending).

ACTION/FOLLOW-UP: None.

TOPIC: Review of proposed PT Practice Act

FINDINGS/CONCLUSIONS: See addendum B for list of comments/concerns

ACTION/FOLLOW-UP: Vonda to send list to WVPTA and WV Board of PT.

financial

VENDOR	DATE REC'D	AMOUNT	NOTE
1 AG's Office	11/16/2009	\$21.00	October questions
2 Auditor's Office	11/16/2009	\$10.00	Transactions for October 2009
3 IS&C	11/18/2009	\$15.48	WVFIMS transactions for October 2009
4 Auditor's Office	12/14/2009	\$19.00	Transactions for November 2009
5 IS&C	12/14/2009	\$17.14	WVFIMS transactions for November 2009

6	AG's Office	12/16/2009	\$14.00	Review Board meeting minutes
7	WV Div of Personnel	1/11/2010	\$32.50	Personnel billing 3rd Qtr FTE's
8	Auditor's Office	1/13/2010	\$11.00	Transactions for December 2009
9	IS&C	1/14/2010	\$15.50	WVFIMS transactions for December 2009

Phil motioned to pay all bills. Brenda seconded. Vote 3-0.

correspondence

	<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1	Stateline	11/10/2009	October 2009 issue
2	Governor's Office	11/12/2009	Memo re: State-owned vehicle logs
3	Nat'l Coucil on Compensation Ins.	11/16/2009	NCCI Classification Inspection notice
4	Purchasing	12/1/2009	The Buyers Network - December 2009
5	WV Director of Personnel	12/10/2009	Info re: PLANS project to update Classification & Compensation plans
6	Brickstreet	12/28/2009	Inside Brickstreet - Winter 2009
7	State Budget Office	12/29/2009	Reduction of General Revenue Expenditures
8	Purchasing	1/4/2010	The Buyers Network - January 2010
9	NPDB-HIPDB	1/11/2010	Data Bank News - January 2010

Meeting adjourned at 2:55 following the signing of applications. The next regular Board meeting is scheduled for Friday, March 5, 2010 at 11:00 a.m. at the Morgantown office.

Addendum A
Notes from NBCOT Annual Conference
(AG response in red)

Questions for AG:

- Are Board members serving on expired terms covered by immunity clause?
 - o Yes, per W.Va. Code 30-28-5(e), they serve until their successor is appointed.
- Do we need a motion to adopt agenda at the beginning of each Board meeting?
 - o No. Note that the agenda needs to be approved 3 days prior to the meeting.
- What does WV recognize as the definition of a “meeting”?
 - o See W.Va. Code 6-9a-2(4) for the definition of meeting. Also found on WV Ethics Commission website, www.wvethicscommission.org.
- Is it, or does it need to be, stated in Code or Rules that the Executive Secretary has the authority to approve applications for licensure without Board approval?
 - o Current practice of the approval of applications for licensure is an appropriate method. And you need not have this method as stated in the regs nor the statute.
- If the Board wanted to perform supervision audits at facilities, does this need to be stated in the Rules as a Power and Duty of the Board?
 - o Yes. If that is something the Board wants to do since it does not currently have that authority nor does it license facilities. I would advise that it be placed within the statute.
- If the Board wanted to require applicants to provide a criminal background check and fingerprinting as a requirement for licensure, does this need to be included in Code or Rules? Yes. It would need to be included within the statute.
 - o If the applicant falsely answers the questions on the application related to criminal background, would the Board be liable if there was an issue? I would not think that the Board would be liable if the applicant falsely answered questions on the application.
 - o Do other licensing Boards in WV require criminal background checks for licensure? The RN Board requires this check, and the Chiropractor Board has the applicants obtain such a criminal check which is then sent on to the Board.

Other items for consideration:

- Do we need to state in the minutes the reason to enter executive session?
 - o Yes. Need to state there was a motion and the basis for such a motion.
- Are the consequences of Board members not attending meetings and conditions for removal from the Board stated in State Code?
 - o Not heard of someone being removed for non-attendance.
- We should request a written opinion from AG for any legal question.
- The question on the licensure application related to criminal history should be modified to read, “Have you ever been arrested, charged, convicted, expunged, or pardoned of a felony?”
 - o I do not see how you can ask about the expunged or pardoned because technically, it does not exist ... and the applicant can truthfully answer no convictions.
- Washington DC now requires licensees to have a picture on their license.

Addendum B

Comments / Concerns with PT Practice Act as proposed

- **WVBOT concurs with list from Debbie Shamblin dated January 5, 2010.**
- **30-20-3 Definitions**
 - o (c) Why only “through telecommunications”?
 - o (d) Needs to define “immediate treatment area”
 - o (e) Do not agree that telecommunications alone would provide adequate consumer protection; this seems to imply that all face-to-face supervision could be eliminated; agree with Debbie’s note re: definition of General Supervision
 - o (k) Needs to define “routine tasks”; agree with Debbie’s note that there needs to be a differentiation between “client-related” and “nonclient-related” tasks and the supervision required for each
 - o (l) “under the supervision of” needs to further define the level of supervision required
- **30-20-5 Powers and duties of the board**
 - o (5) “Prepare, conduct, administer and grade examinations for professional licenses and certificates”; Does the WV PT Board do this? If so, this is inconsistent with 30-20-8 (5) which states applicants must “pass a national examination as approved by the board.”
 - o (6) Same question as (5); Do they really determine the passing grade for the examination? (just curious)
- **30-20-6 Rulemaking**
 - o (9) Shouldn’t “scope of practice” and “supervision of PTA’s” be defined in the Act? If in Leg Rules, we need to see those.
 - o (10) Same question as (9); we think these should be defined in the Act; if not, we need to see it adequately defined in the Rules
 - o (12) “Provided, that the board may increase the ratio by legislative rule” For what reason would this occur?
 - o (13) Would advise that “emergencies, safety, and temporary situations” be further clarified
 - o (14) Need to define “emergency situation”
- **30-20-9 Scope of practice of a physical therapist**

If this section is specific to “physical therapist”, where is the “Scope of practice of a physical therapist assistant?”

 - o (2) Agree with Debbie’s note re: addition of “in relation to motor function and mobility”
 - o (5) What is the intent of this?
- **30-20-10 License to practice physical therapist assistant**

Shouldn’t this read “License to practice as a physical therapist assistant”?

 - o (5) and (6) seem to be duplicates 1/20/2010



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WVBOT MINUTES: March 5, 2010

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

ABSENT:

ALSO PRESENT: Vonda Malnikoff

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

Marty motioned to enter Executive Session at 11:08 a.m. to discuss licensee matters. Gene seconded. Vote 5-0.

EXECUTIVE SESSION

Issue 2009 #60 – Complaint
Issue 2010 #62 – Complaint
Issue 2010 #63 – LP Void
Issue 2010 #64 – Complaint
Issue 2010 #65 – LP Void
Board member applications

Marty motioned to end Executive session at 11:30 am. Phil seconded. Vote 5-0.

With regard to issue 2009#60, Marty motioned to dismiss complaint based on findings of investigation with letter to OT. Brenda seconded. Vote 5-0.

With regard to COTA vacancy on the Board, Marty motioned to send a letter to the Governor's office, with applications received, after the end of the Legislative Session, and to send a letter to all applicants. Gene seconded. Vote 5-0.

Gene motioned to approve January 15, 2009 minutes. Phil seconded. Vote 5-0.

OLD BUSINESS

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. Marty motioned to wait until after new Legislative Rules are passed. Gene seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to pursue with Diana and Infineon, Inc. regarding website capability to offer during 2011 renewal period. Per discussion with Diana, late May to early June would be a good time to work on this.

TOPIC: NBCOT Annual Conference

FINDINGS/CONCLUSIONS: Annual conference has been scheduled for October 23-24, 2009 in Baltimore. Conference registration, hotel, and airline reservations made for Kathy. Kathy attended conference as scheduled. Kathy shared several items from conference for Board discussion. See addendum A for list. Discussed AG response to questions. Kate responded to additional question as to whether #5 could be covered by 30-28-6 (17). She does not believe the Board has the authority to perform random supervision audits in facilities without such authority expressly written in Code.

ACTION/FOLLOW-UP: None.

TOPIC: Computer upgrades

FINDINGS/CONCLUSIONS: The Board discussed the need to upgrade the office computer and purchase a second laptop for Board member use when traveling. Gene motioned to purchase a new desktop, with upgrade to Windows 7 for existing laptop, and to purchase a new compatible laptop at the same time. Marty seconded. Vote 5-0.

ACTION/FOLLOW-UP: Vonda to obtain quotes and information regarding a user's license for software for multiple computers once statewide contract is amended to include Windows 7.

TOPIC: Review of Comments received by WVPTA regarding Legislative Rules.

FINDINGS/CONCLUSIONS: Regarding Legislative Rule 13-01, the Board agreed to the changes proposed by WVPTA to more clearly indicate that only an occupational therapist, and not an occupational therapy assistant, can supervise an occupational therapy student. Occupational therapy assistants can supervise an occupational therapy assistant student. The Board also agreed to modify 12.5.a. to indicate that only an occupational therapist can supervise limited permit holders.

Regarding Rule 13-05, the Board agreed to add the word "applicable" to 4.5.a. to read "(including applicable fieldwork education)"; the Board agreed to add the phrase "as endorsed by the American Occupational Therapy Association or its successor, or as approved by the WVBOT" to 4.5.b.; Phil motioned to change 4.5.c. to read, "Successful completion of an appropriate continuing education course which includes theory, indications, contra-indications and applications. Gene seconded. The vote was 4-0. Marty motioned to remove 4.5.d. Phil seconded. The vote was 4-0.

To address the question as to how the Board will know if OTA's actually receive the training on new PAM competencies, Phil motioned to add 4.6.a. to the rule stating, "The Board shall conduct random audits of occupational therapy assistants to substantiate competency in physical agent modalities." Gene seconded. The vote was 4-0.

Modifications to the Rules were forwarded to WVPTA on 11/30/09. On 12/21/09, a response from WVPTA indicated they had additional concerns. These concerns were discussed and a response drafted. Phil motioned to respond to WVPTA, striking "(including applicable fieldwork education)" from 13-5-4.5.a. and documenting why the Board believes no further changes are necessary. Brenda seconded. Vote 3-0

Modified Rules have passed the House and are awaiting Senate approval.

ACTION/FOLLOW-UP: Vonda to continue to track Rules and submit Final Rule Filing upon passage.

TOPIC: Review of proposed PT Practice Act

FINDINGS/CONCLUSIONS: See addendum B for list of comments/concerns forwarded to WVOTA, who is handling all communication with WVPTA and WVBPT.

ACTION/FOLLOW-UP: None.

PURCHASE CARD TRANSACTIONS

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

TREASURER'S REPORT

Cash Balance as of March 1, 2010

\$ 183,920.04

DEPOSITS SINCE LAST BOARD MEETING

January 7, 2010	\$ 8,430.00
January 14, 2010	1,810.00
January 21, 2010	890.00
January 28, 2010	1,050.00
February 4, 2010	1,200.00
February 18, 2010	1,430.00
February 25, 2010	680.00

TOTAL DEPOSITS \$15,490.00

DISBURSEMENTS SINCE LAST BOARD MEETING

January	\$ 5,200.64
February	8,263.59

NEW BUSINESS

TOPIC: Infineon, Inc. contract renewal

FINDINGS/CONCLUSIONS: After discussion of options for renewing website support contract, Marty motioned to accept proposal for a new website template with Joomla CMS capability to allow Board to maintain and update website for a one time fee of \$680 plus \$38.95 / month hosting charge. Phil seconded. Vote 5-0.

ACTION/FOLLOW-UP: Vonda to work with Infineon on new website design and contract renewal.

TOPIC: PLANS Job Content questionnaire

FINDINGS/CONCLUSIONS: PLANS is the project being conducted by the WV Division of Personnel to update and modernize the state classification and compensation plan. Questionnaire due by April 23rd and includes a Supervisor Review section.

ACTION/FOLLOW-UP: Vonda to complete employee section and forward to Kathy for completion of supervisor review section.

TOPIC: Telerehabilitation survey

FINDINGS/CONCLUSIONS: Board completed survey.

ACTION/FOLLOW-UP: Vonda to consult AG regarding question on regulatory authority and submit survey.

financial

	VENDOR	DATE REC'D	AMOUNT	NOTE
1	AG's Office	1/20/2010	\$91.00	December questions
2	Brickstreet	2/1/2010	\$169.00	First half annual worker's comp premium
3	IS&C	2/1/2010	\$100.00	EDP Accounting Svcs - 2nd qtr 2010
4	Auditor's Office	2/15/2010	\$16.00	Transactions for January 2010

5	IS&C	2/15/2010	\$14.97	WVFIMS transactions for January 2010
6	AG's Office	2/17/2010	\$42.00	January questions

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

correspondence

	<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1	NBCOT WV Consolidated Public	1/19/2010	VISA certificates 4th Qtr 2009 / 2010 Exam Handbook
2	Retirement Board	1/25/2010	Increase in employer contribution rates for FY2011
3	Purchasing	2/1/2010	The Buyers Network - February 2010
4	Stateline	2/2/2010	January 2010 issue
5	Brickstreet	2/1/2010	Workers Comp Renewal Quote (same as last year)
6	WV Assoc of Lic Boards Dept of Health & Human	2/24/2010	February 19th meeting minutes (see 6.B.)
7	Svcs	2/25/2010	Info regarding upcoming changes in NPDB and HIPDB Expansion of NPDB to include all licensed health care practitioners
8	NPDB - HIPDB	3/1/2010	
9	Purchasing	3/1/2010	The Buyers Network - March 2010

Meeting adjourned at 1:20 following the signing of applications. The next regular Board meeting is scheduled for Friday, May 21, 2010 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: May 21, 2010

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

ABSENT: Phil Simpson

ALSO PRESENT: Vonda Malnikoff

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

Gene motioned to enter Executive Session at 11:04 a.m. to discuss applicant issue. Brenda seconded. Vote 4-0.

EXECUTIVE SESSION

Issue 2010 #67 – Applicant issue

After discussion of issue, Marty motioned to end executive session at 11:10. Gene seconded. Vote 4-0. Applicant joined meeting to explain past disciplinary action.

Gene motioned to re-enter Executive Session at 11:30. Brenda seconded. Vote 4-0.

Issue 2008 #49 – Consent Agreement update

Issue 2009 #60 – Complaint

Issue 2010 #62 – Complaint

Issue 2010 #64 – Complaint

Issue 2010 #66 – Complaint

Issue 2010 #68 – Complaint

Issue 2010 #69 – Licensure application

Issue 2010 #70 – LP expired

Issue 2010 #71 – LP expired

Issue 2010 #72 – Complaint

Gene motioned to end Executive session at 12:15 pm. Marty seconded. Vote 4-0.

Issue 2010#62 – Response to Board initiated complaint received from licensee. Gene motioned to initiate formal investigation. Brenda seconded. Vote 4-0.

Issue 2010#64 - Brenda motioned to dismiss complaint based on findings of investigation with letter to OT. Gene seconded. Vote 3-0.

Issue 2010#66 – Gene motioned to offer consent agreement reprimanding licensee based on findings of investigation. Brenda seconded. Vote 3-0.

Issue 2010#67 – Marty motioned to issue license with record of previous disciplinary action in file. Brenda seconded. Vote 4-0.

Issue 2010#69 – Gene motioned to issue license. Brenda seconded. Vote 4-0.

Gene motioned to approve March 5, 2010 minutes. Marty seconded. Vote 4-0.

OLD BUSINESS

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. Marty motioned to wait until after new Legislative Rules are passed. Gene seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to pursue with Diana and Infineon, Inc. regarding website capability to offer during 2011 renewal period. Per discussion with Diana, late May to early June would be a good time to work on this.

TOPIC: Computer upgrades

FINDINGS/CONCLUSIONS: The Board discussed the need to upgrade the office computer and purchase a second laptop for Board member use when traveling. Gene motioned to purchase a new desktop, with upgrade to Windows 7 for existing laptop, and to purchase a new compatible laptop at the same time. Marty seconded. Vote 5-0. New desktop purchased in May. Gene motioned to purchase a wireless router and keep old desktop to allow Vonda to work from home when necessary. Existing laptop would be available for board member use, eliminating the need for another laptop. Marty seconded. Vote 4-0.

ACTION/FOLLOW-UP: None.

TOPIC: Review of Comments received by WVPTA regarding Legislative Rules.

FINDINGS/CONCLUSIONS: Regarding Legislative Rule 13-01, the Board agreed to the changes proposed by WVPTA to more clearly indicate that only an occupational therapist, and not an occupational therapy assistant, can supervise an occupational therapy student. Occupational therapy assistants can supervise an occupational therapy assistant student. The Board also agreed to modify 12.5.a. to indicate that only an occupational therapist can supervise limited permit holders.

Regarding Rule 13-05, the Board agreed to add the word “applicable” to 4.5.a. to read “(including applicable fieldwork education)”; the Board agreed to add the phrase “as endorsed by the American Occupational Therapy Association or its successor, or as approved by the WVBOT” to 4.5.b.; Phil motioned to change 4.5.c. to read, “Successful completion of an appropriate continuing education course which includes theory, indications, contra-indications and applications. Gene seconded. The vote was 4-0. Marty motioned to remove 4.5.d. Phil seconded. The vote was 4-0.

To address the question as to how the Board will know if OTA’s actually receive the training on new PAM competencies, Phil motioned to add 4.6.a. to the rule stating, “The Board shall conduct random audits of occupational therapy assistants to substantiate competency in physical agent modalities.” Gene seconded. The vote was 4-0.

Modifications to the Rules were forwarded to WVPTA on 11/30/09. On 12/21/09, a response from WVPTA indicated they had additional concerns. These concerns were discussed and a response drafted. Phil motioned to respond to WVPTA, striking “(including applicable fieldwork education)” from 13-5-4.5.a. and documenting why the Board believes no further changes are necessary. Brenda seconded. Vote 3-0

Modified Rules have passed the House and are awaiting Senate approval. Rules approved 3/13/10 and signed by Governor 4/1/10. Final Rules filed with Secretary of State 4/15/10 to be effective 7/1/10

ACTION/FOLLOW-UP: Mail newsletter and copies of new rules to all licensees in June.

TOPIC: Infineon, Inc. contract renewal

FINDINGS/CONCLUSIONS: After discussion of options for renewing website support contract, Marty motioned to accept proposal for a new website template with Joomla CMS capability to allow Board to maintain and update website for a one time fee of \$680 plus \$38.95 / month hosting charge. Phil seconded. Vote 5-0. New website design in process.

ACTION/FOLLOW-UP: Vonda to continue to work with Infineon to complete new website.

TOPIC: PLANS Job Content questionnaire

FINDINGS/CONCLUSIONS: PLANS is the project being conducted by the WV Division of Personnel to update and modernize the state classification and compensation plan. Questionnaire due by April 23rd and includes a Supervisor Review section. Completed.

ACTION/FOLLOW-UP: None.

TOPIC: Telerehabilitation survey

FINDINGS/CONCLUSIONS: Board completed survey. Survey submitted on 3/17/10.

ACTION/FOLLOW-UP: None.

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made 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 May 1, 2010
\$ 169,790.56

DEPOSITS SINCE LAST BOARD MEETING

March 11, 2010	\$ 1,610.00
March 25, 2010	1,230.00
April 15, 2010	2,040.00
April 29, 2010	800.00

TOTAL DEPOSITS **\$ 5,680.00**

DISBURSEMENTS SINCE LAST BOARD MEETING

March	\$13,582.63
April	\$ 6,226.85

NEW BUSINESS

TOPIC: FY2011 Budget

FINDINGS/CONCLUSIONS: Budget presented to Board for review. Marty motioned to accept budget. Brenda seconded. Vote 4-0. Budget schedules mailed.

ACTION/FOLLOW-UP: None.

TOPIC: 2010 NBCOT Annual Conference

FINDINGS/CONCLUSIONS: Gene motioned to make arrangements for Brenda to attend conference on October 22-23, 2010 at Indiana University in Indianapolis. Marty seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to complete conference registration and make travel arrangements.

TOPIC: Amendments to Position Statements

FINDINGS/CONCLUSIONS: Position statements reviewed for changes necessary to align with new Legislative Rules. Gene motioned to accept changes to OTR/COTA Collaboration position statement. Brenda seconded. Vote 4-0. Marty motioned to eliminate position statements on P.A.M. Policy, Nurse Practitioner Orders for Occupational Therapy Services, Transition of NBCOT Testing Cycle and Implications for Limited Permit Application, and Complaint Notification Policy, as they are no longer necessary with changes in Legislative Rules. Brenda seconded. Vote 4-0.

ACTION/FOLLOW-UP: Vonda to make changes / eliminations as agreed.

TOPIC: Annual Safety Training

FINDINGS/CONCLUSIONS: Safety Policy and Defensive Driving Tips reviewed for annual safety audit.

ACTION/FOLLOW-UP: Vonda to complete annual safety audit for BRIM.

financial

	VENDOR	DATE REC'D	AMOUNT	NOTE
1	IS&C	3/15/2010	\$15.01	WVFIMS transactions for February 2010
2	Auditor's Office	3/15/2010	\$8.00	Transactions for February 2010
3	AG's Office	3/16/2010	\$35.00	Review and respond to Jan meeting minutes
4	Division of Personnel	4/8/2010	\$32.50	Personnel billing for 4th qtr 2010
5	Auditor's Office	4/14/2010	\$18.00	Transactions for March 2010
6	AG's Office	4/19/2010	\$35.00	Response to question re: telerehab
7	IS&C	4/19/2010	\$18.51	WVFIMS transactions for March 2010
8	IS&C	4/29/2010	\$150.00	EDP Accounting Svcs - 3rd qtr 2010
9	Auditor's Office	5/13/2010	\$13.00	Transactions for April 2010
10	IS&C	5/17/2010	\$30.27	WVFIMS transactions for April 2010
11	AG's Office	5/20/2010	\$35.00	Response to questions in April

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

correspondence

	<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1	Debbie Shamblin	3/29/2010	Info re: AOTA issues for WVOTA meeting
2	Leg Rule-Making Review Comm	3/30/2010	Filing deadlines for 2011 Legislative Session

3	Stateline	3/30/2010	March 2010 issue
4	Brickstreet	3/31/2010	Workers Comp policy
5	Purchasing	4/1/2010	The Buyers Network - April 2010
6	WV Board of Medicine	4/19/2010	Quarterly Newsletter Jan-Mar 2010
7	NPDB - HIPDB	4/19/2010	Data Bank News April 2010
8	Brickstreet	5/3/2010	2009 Annual Report
9	Purchasing	5/3/2010	The Buyers Network - May 2010
10	Stateline	5/5/2010	April 2010 issue
11	CLEAR	5/17/2010	2010 Annual Conference information

Marty motioned to adjourn at 2:00 following the signing of applications. Gene seconded. Vote 4-0. The next regular Board meeting is scheduled for Friday, September 17, 2010 at 11:00 a.m. at the Morgantown office, with a conference call scheduled for Monday, June 14, 2010 at 8:30 a.m. to pay final bills for fiscal year end.

West Virginia Board of Occupational Therapy

**Annual Report
2009-2010**

Newsletters

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

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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 WV BOT members or the Board's certified complaint investigator.

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

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President / Chairperson

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Board Member

Gene Brooks

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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!

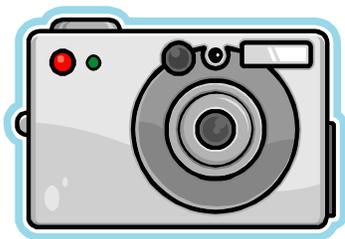
Biennial Renewal....

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 Board of Occupational Therapy

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

www.wvbot.org

2010 RENEWAL NEWSLETTER

October 2009



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. Enclosed you will find the renewal application and information related to continuing competency requirements.

Licensure renewal will be a little different this year, as we begin the transition to biennial renewal. Please read the instructions at the top of your renewal application carefully, as you will be renewing for either one or two years, depending on the year of initial licensure. Your renewal application indicates which of these two categories you are in.

This year, licensure renewal still requires 12 hours of education and continuing competency activities. This requirement applies only to licensees who have been under the status of permanent licensure for the entire 2009 calendar year. As we transition to biennial renewal, continuing competency requirements will increase to 24 hours over the two year period. Please keep this in mind for future record keeping purposes. 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 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.

New Photo Required...

Please note that a new photo is required this year on the front page of your renewal application. ***Applications received without a photo will be considered incomplete and returned to the licensee.***

Renewal fees...

In order to adjust renewal fees to accommodate the transition to biennial renewal, the Board submitted an emergency legislative rule to the Secretary of State to establish a one-year and a two-year renewal fee. The appropriate fee is indicated in the instructions at the top of your renewal application. The late fee for applications postmarked after December 31, 2009 has not changed.

Your renewal application and associated fee must be returned to the Board office prior to the issuance of new license cards. *You may not practice Occupational Therapy in WV after December 31, 2009 without the actual license cards in your possession.* To assure receiving your new license cards prior to January 1, 2010, submit your properly completed renewal application no later than December 1, 2009.

The Board recommends that you make copies of your renewal application before mailing it. Renewal application must be postmarked by December 31, 2009 to avoid late fee. *Delinquent application and late fee payment submission does not constitute an extension of the licensure privilege beyond December 31, 2009.*

Legislative Rule update...

The Board would like to thank those who sent comments regarding the proposed legislative rules during the comment period. As a result of this valuable input, the rules were modified prior to submission to the Secretary of State and Legislative Rule Making and Review Committee (LRMRC) in July. These rules will now go through a review process by the LRMRC and be presented to a Legislative sub-committee during interim meetings this fall, in preparation for introduction in the 2010 Legislative Session.

Title 13, Series 2, Procedural Rule for Disciplinary, Complaint and Contested Case Hearing Procedures has been updated and becomes effective November 1, 2009. The new rule will be available for viewing at www.wvbot.org upon the effective date.

The following Position Statements of the WV Board of Occupational Therapy have been updated to reflect the new Practice Act, and can be viewed at www.wvbot.org:

- ❖ *School Based Practice Frequently Asked Questions*
- ❖ *Licensure of Occupational Therapy Educators/University Faculty Positions*

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 WV BOT members or the Board's certified complaint investigator.

2010 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

Legislative Rule update

With the passage last summer of the West Virginia Occupational Therapy Practice Act, the next step in the Legislative process was to revise our Legislative Rules to align with the new Practice Act, which became effective July 10, 2009.

In addition to making the necessary changes to align with the Practice Act, the Board used this opportunity to break the one existing Rule, *Title 13, Series 1, Administrative Rules of the Board*, into several more specific Rules. Our full set of Legislative Rules now include:

- **Series 1:** *Administrative Rules of the Board*
- **Series 2:** *Disciplinary, Complaint and Contested Case Hearing Procedures*

- **Series 3:** *Fees for Services Rendered by the Board*
- **Series 4:** *Continuing Education and Competence*
- **Series 5:** *Competency Standards for Advanced Practice*
- **Series 6:** *Ethical Standards of Practice*

Enclosed you will find copies of these Rules as approved by the Legislature. Series 2 was approved last fall and went into effect on November 1, 2009. The remaining rules become effective on July 1, 2010.

Following are highlights of the major changes:

Series 1

- Definitions revised to match Practice Act.
- Changed license renewal period to biennial.
- Added section §13-1-12, **“Responsibilities and Supervision Requirements of the Occupational Therapist, Occupational Therapy Assistant, or Limited Permit Holder.”**

Series 3

- Renewal fees changed to reflect biennial renewal and fee reduction.

Series 4

- Continuing competency requirements for licensure renewal revised to reflect biennial renewal period.

Series 5

This rule replaces the Emergency Rule approved June 2, 2009 to allow COTA's who are adequately trained in deep thermal and electrical modalities to perform such modalities under the general supervision of an OTR. Changes to the final Rule are as follows:

- “Diathermy” was added to the definition of “Deep thermal agent modalities.”
- Definitions revised to match Practice Act.
- Section 4.5. modified to clarify appropriate training required by COTA's to perform deep thermal or electrical modalities.
- Section 4.6.a. added to authorize Board to conduct random audits.

Remember...

§13-1-12.1 *It is the responsibility of each licensee or limited permit holder engaged in the practice of occupational therapy to be familiar with the requirements of the law regulating those activities in West Virginia and with the rules of the Board.*

www.wvbot.com

Our website has a new look! Check it out and let us know if you have any suggestions to make it even better.

Name, address, employment changes...

Please remember to notify the Board if you have a name, address, or employment change. For name changes, a copy of the legal document authorizing the change is required. Otherwise, just a written notice with your signature will do.

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.

West Virginia Board of Occupational Therapy

**Annual Report
2009-2010**

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.

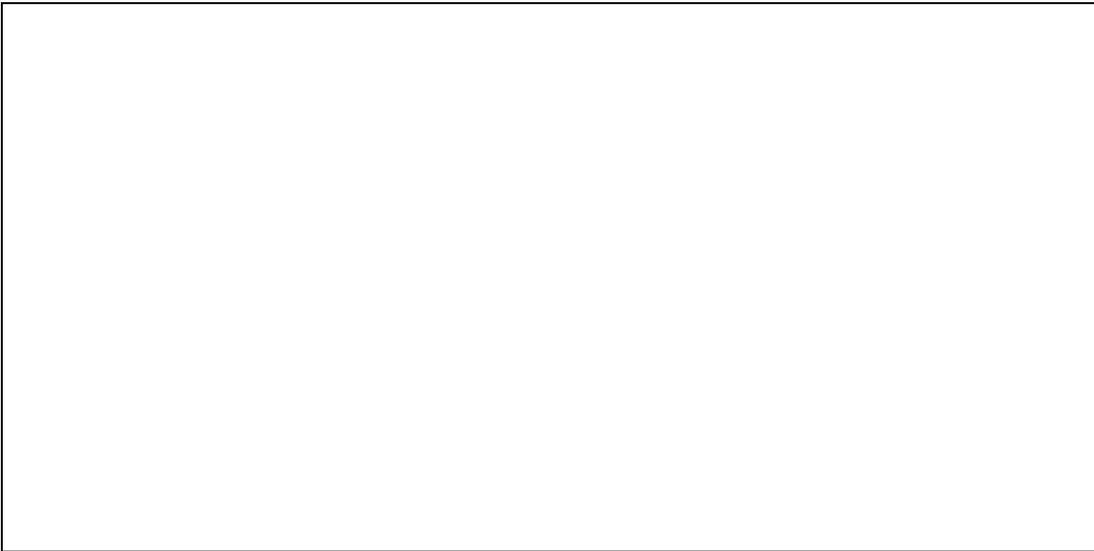
Name/signature/date/telephone/relationship of individual(s) (if any) assisting with completion of application.

Name: _____ Signature: _____

Date: _____ Telephone: _____

SUBMIT WITH ATTACHED AFFIDAVIT COMPLETED

PURSUANT TO W.VA. CODE §48-15-303 EACH APPLICANT FOR LICENSE MUST ANSWER THE FOLLOWING QUESTIONS AND CERTIFY, UNDER PENALTY OF FALSE SWEARING, THAT THESE ANSWERS ARE TRUE AND CORRECT.



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: _____
Date: _____

West Virginia Board of Occupational Therapy

**Annual Report
2009-2010**

Active Licensees

Active Licensees

9/30/2010

COTA/L- OTR/L	Last Name	First Name	Middle Name	WV#
OTR/L	Aaron	Sarah	Kathryn	1423
OTR/L	Abella	Maria Minerva	Bordallo	827
COTA/L	Aboulhosn	Khaled	Jaudat	C1036
COTA/L	Absher	Carlene	Michele	C1526
OTR/L	Acord	Stephania	Amanda	1059
OTR/L	Adams	Linda	Kay	1344
COTA/L	Adams	Megan	Melissa	C1736
OTR/L	Adams	Alayna	Dawn	1279
OTR/L	Adams	Carrie	Beth	1074
OTR/L	Adams	Stephanie	Lynn	1372
COTA/L	Adkins	Amy	Juanita	C1141
OTR/L	Adkins	Christina	Lynn	1128
COTA/L	Adkins	Dawn	Noel	C1545
OTR/L	Adkins	Heather	Laine	1433
OTR/L	Ahlers	Robert	W	1446
COTA/L	Akers	Tiffany	Renea	C1664
OTR/L	Alford	Robert	William	1016
OTR/L	Allen	Deborah	Doleski	123
COTA/L	Allen	Kristen	Ann	C1704
OTR/L	Alvarez	Meridith	Catherine	1187
OTR/L	Alvey	Vicki	Lee	263
OTR/L	Ambrose	Kristina	Marie	1103
OTR/L	Amuthavalli	Anne	Navaneetha	444
OTR/L	Anderson	David	James	932
OTR/L	Anderson	Todd	Michael	833
OTR/L	Anderson	Violet	Marie	1479
COTA/L	Apsey	Lisa	Marie	C1702
OTR/L	Ardire	Deborah	Rose	1298
OT/L	Armstrong	Richard	Norman	213
OTR/L	Arnold	Joan	Kathleen	589
OTR/L	Ashby	Jennifer	Susan	856
OTR/L	Aylor-Biggs	Raegan	Whitney	1160
COTA/L	Bailey	Andrea	Ruth	C1626
OTR/L	Bailie	Michele	Dorgan	193
COTA/L	Baker	Rosemary	Lannen	C1347
OTR/L	Ball	Monica	Kristen	934
COTA/L	Ballenger	Tanya	Dawn	C1512
OTR/L	Banerjee	Abhijit		850
OTR/L	Banzon	Jasper	Sorongon	1092
OTR/L	Bare	Brian	Joseph	826
COTA/L	Barr	Heather	Denise	C1640
COTA/L	Barrow	Danielle	Marie	C1433
COTA/L	Barte	Marianne	Livia	C1094
COTA/L	Bates	Brandi	S.	C1709
OTR/L	Bateson	Jennifer	Lee	1407
OTR/L	Bauer	Amanda	Joyce	1350
OTR/L	Bean	Samantha	Marie	1485
OTR/L	Beard	Joan	Elaine	371
OTR/L	Becker	Rosalyn		289

OTR/L	Beckett	Rebecca	Ann	899
OTR/L	Been	Franklin	Ray	1082
OTR/L	Belcastro	Jaclyn	Michele	1349
OTR/L	Bell	Kelly	Susan	1447
OTR/L	Bell	Rebekah	A.	1478
OTR/L	Bennett	Susan	Nicole	1273
OTR/L	Bennington	Crystal	Gayle	1131
OTR/L	Bergstein	Lauren	Muriel	1428
COTA/L	Berry	Madeline	Murphy	C1691
OTA/L	Bess	Mistie	Dawn	C1607
OTR/L	Bettem	Kelly	Dawn	1147
OTR/L	Bevil	Tina	Marie	233
OTR/L	Bicol Jr.	Francisco	Casio	1270
OTR/L	Biller	Lisa	Dawn	1179
OTR/L	Bills	Angela	Renee	1352
COTA/L	Bini	Shellie	Marie	C1630
COTA/L	Bittinger	Jessica	Lynn	C1644
COTA/L	Black	Jeffery	Todd	C1399
OTR/L	Black	Sarah	VanR.	1332
OT (lp)	Blackburn	Melissa	Sue	LPT331
OTR/L	Blake	Rochelle	Leigh	1194
OTR/L	Blankenship	Erin	Brooks	1426
OTR/L	Blevins	Mallerie	Jane	244
COTA/L	Blizzard	Emily	Gail	C1247
OTR/L	Blose	Kathryn	Elizabeth	685
OTR/L	Blosser	Kara	Beth	900
COTA/L	Blubaugh	Darlene	K	C1612
OTR/L	Boggess	Connie	Sue	1239
COTA/L	Boggs	Susan	Michelle	C1319
OTR/L	Boice	Jennifer	Lynn	1240
COTA/L	Bolen	Lorrie	Ann	C1033
COTA/L	Book II	Timothy	Ray	C1760
OTR/L	Bootcheck	Daren	Scott	1142
OTR/L	Booze	Marquita	Faith	1409
OTR/L	Bowe	Ashley	Nichole	1274
OTR/L	Bowers	Melonie	Beth	1164
OTR/L	Bowman	Leslie	Whitman	842
COTA/L	Bowman	Sharon		C1648
COTA/L	Bowyer	Patrick	Scott	C1596
OTR/L	Boyd	Brittany	M.	1504
COTA/L	Bradley	Jillian	Marie	C1744
OTR/L	Bragg	Dawn	Marie	580
OTR/L	Brand	Devon	Elise	1494
OTR/L	Brennan	Amy	Frances	1267
COTA/L	Bresseur	Jill	Lynn	C1747
COTA/L	Bridgman	Rachel	Ann	C1732
COTA/L	Briggs	Carla	Mary	C1660
OTR/L	Brinkley	Katie	Suzanne	1122
OTR/L	Brodegard	Lydia	Rachele	1238
OTR/L	Brodegard	Charles	Thomas	745
OTR/L	Brogley	Kevin	Michael	775
OTR/L	Brooks	Veronica	Sue	481
COTA/L	Brown	Rebekah	Darlene	C1733

OTR/L	Brown	Brandy	Lynn	1383
COTA/L	Brown	Clara	Lynn	C1515
OTR/L	Brown	Jennifer	Michelle	1061
OTR/L	Browning	Jason	Todd	1145
OTR/L	Browning	Danielle		924
COTA/L	Bryant	Audrey	Midkiff	C1559
COTA/L	Bryant	Stephanie	Diane	C1653
COTA/L	Bucklen	Michelle	Elaine	C1424
COTA/L	Buhrman	Emily	Marie	C1618
OTR/L	Burgess	Heidi	Jill	1140
COTA/L	Burgess	Jeannie	Renee	C1730
OTR/L	Burgess	Phebe	Elizabeth	630
OTR/L	Burgess	Stephanie	Yvonne	467
OTR/L	Burgoon	Amanda	Lee	1272
OTA/L	Burian	Gary	Leonard	C1021
OTR/L	Burns	Amy	Jo	984
OTR/L	Burton	Joseph	Harry	1461
OTR/L	Butcher	Jason	Morris	1471
OTR/L	Butler	Robbin	Lee	258
OTR/L	Butler	Lindsay	Rae	1483
OTR/L	Butts	Jamie	Michelle	1178
COTA/L	Bynum	Malcolm	Ward	C1500
COTA/L	Byrne	Mary	Abajian	C1446
OTR/L	Cade	Jennifer	Frances	1193
COTA/L	Cady	Tawnya	Linn	C1643
OTR/L	Cain	Brianna	Lee	1192
COTA/L	Caldrone	Jennifer	Lynne	C1383
COTA/L	Caldwell	Kendra	L.	C1727
OTR/L	Caliguire	Mariesa	Catherine	1430
COTA/L	Camp	Marsha	Lynne	C1250
COTA/L	Campbell	Marjorie	Arlene	C1695
OTA/L	Campbell	Sandra	Sue	C1617
COTA/L	Campbell	Tiffany	Nicole	C1594
OTR/L	Cardany	Elizabeth	Margaret	1116
OTR/L	Cardany	Scott	Ryan	1105
COTA/L	Carnahan	Cynthia	Jean	C1330
OTR/L	Carpenter	Casey	Jo	1497
OTR/L	Carson	Raji	Kathleen	993
OTR/L	Carte	Jami	Lynn	1060
OT/L	Carter	Diana	Jo	5/17/1903
OTR/L	Carter	Shanna	Michelle	1125
OTR/L	Carter	Shawna	Renee	935
COTA/L	Carver	Rhonda	Lynn	C1071
OTR/L	Casari	Cherie	A.	1034
OTR/L	Castilla	Lisa	Marie	878
COTA/L	Casto	Curtis	Clark	C1111
OTR/L	Casto	Valerie	Virginia	150
OTR/L	Castro	Kristen	Rachelle	1351
COTA/L	Chaffin	Alesa	Adrienne	C1411
OTR/L	Chandler	Dana	Jo	912
OTR/L	Chapman	Bobbie	Jo	502
OTR/L	Chapman	Stephanie	Dawn	1421
COTA/L	Chernutan	Wendi	Oxley	C1577

COTA/L	Cherok	Amy	Lynne	C1391
OTR/L	Childers	Amy	Danielle	966
COTA/L	Chill	Meghan	Kathleen	C1657
OTR/L	Cichowicz	Richard	Edward	818
OTR/L	Cipoletti	Allison	Nicole	1394
COTA/L	Cisco	Martha	Lee	C1069
OTR/L	Citerone	Kathy	Maureen	1175
COTA/L	Clark	Melissa	Dawn	C1541
COTA/L	Clark	Sarah	Lynn	C1738
COTA/L	Clark	Joan	Parker	C1196
OTR/L	Clark	Kelsey	Nichole	1406
COTA/L	Clarkson	Heather	Irene	C1570
OTR/L	Clay	Mildred	Susie	453
OTR/L	Cliff	Cindy	Leigh	623
COTA/L	Close II	Ronald	Keith	C1756
COTA/L	Coalson	Brandee	Nichole	C1684
OTR/L	Coffelt	Rachel	Denise	1488
OTR/L	Coggins	Gina	Marie	583
OTR/L	Colaianne	Donna	Jeanne	1251
COTA/L	Colburn	James	B.	C1758
OTR/L	Cole	Amanda	Leigh	1225
COTA/L	Collins	Amanda	Lynn	C1490
COTA/L	Colucci-Ayers	Erica	D	C1622
COTA/L	Colwell	Melissa	Day	C1467
OTR/L	Colwell	Christine	Nicole	1371
COTA/L	Compton	Melissa	Ann	C1697
OTR/L	Conley	Carolyn	Louise	1217
OTR/L	Conley	Mary	Theresa	1123
COTA/L	Conley	Jessica	Nicole	C1754
COTA/L	Conn	Kathy	Lynn	C1497
OTR/L	Conrad	Jocelyn	Paige	1458
COTA/L	Cook	Jillian	Renae	C1564
OTR/L	Cooper	Molly	Dale	1069
OTR/L	Cormack	Elizabeth	Mary	695
OTR/L	Coulter	Jill	Elizabeth	906
OTR/L	Cox	Heather	Rene	1235
OTR/L	Craigier	Deanna	Lynn	1197
OTR/L	Crilley	Barbara	Jeanne	1434
OTR/L	Criniti	Amber	Marie	1180
OTR/L	Cronin	Anne	Frances	709
OTR/L	Crosby	Zachary	Abraham	702
OTR/L	Crum	Teresa	G.	1338
OTR/L	Culbertson	Barbara	K	1464
OTR/L	Cummings	Dana	Marie	1480
OTR/L	Cupini	Sondra	Marie	692
OTR/L	Daggett	Toby	Dean	1015
COTA/L	DaLonzo	Melissa	Ann	C1707
OTR/L	Damm	Cara	Nicole	1032
OTA/L	Daniels	Michelle	Ann	C1576
OTR/L	Daniels	Shannon	Kay	1258
OTR/L	Dantry	Jami	Marie	1020
COTA/L	D'Aquila	Krystal	Kay	C1745
COTA/L	Darr	Trudy	M.	C1750

OT/L	Daub	Amy	Christine	961
OTR/L	Daubenspeck	Cara	Elizabeth	1486
COTA/L	Davidson	Deborah	Lee	C1510
OTR/L	Davis	Diana	Rae	621
OTR/L	Davis	Lucas	Benjamin	1143
OTR/L	Davis	Roxanna		1416
OTR/L	Dawson	Krista	Kay	1135
OTR/L	Deal	Michele	Lynn	869
OTR/L	DeHart	Jamie	Ann	1465
OTR/L	Delahoussaye	Mary		1482
OTR/L	DeLeurere	Kristi	Lynne	1277
OTR/L	Demi	Amy	Sue	880
COTA/L	DeMuth	Allison	Leigh	C1741
COTA/L	Dennis	Erica	Lynn	C1335
OTR/L	Dent	Alexandra	Ekels	1312
COTA/L	Dent, Jr.	Harold	Thomas	C1426
OTR/L	Destito	Jennifer	Nicole	943
OTR/L	DeWitt	Laura	June	457
COTA/L	Dickens	Ashley	Dawn	C1656
COTA/L	Dickson	Brandon	Michael	C1762
OTR/L	Dignan	Janet	Marie	344
COTA/L	Dillon	Rhonda	Shannon	C1749
COTA/L	Dingess	James	Ray	C1543
COTA/L	Dobson	Sherry	Michelle	C1672
COTA/L	Dominick	Joseph	James	C1557
OTR/L	Donaldson	Shawn	Paul	857
OTR/L	Dooley	Ligeia	Mae	1063
OTR/L	Dorian	Molly	Renee	1282
OTR/L	Dorsey	Megan	Ann	1388
OTR/L	Double	Erin	Kathleen	1402
OTR/L	Douglas	Martin	Kent	366
COTA/L	Duckworth	Carrie	Lynn	C1396
COTA/L	Dumm	Ann	Denise	C1005
COTA/L	Durham	Letitia	Ardella	C1487
OTR/L	Dziak	Jason		799
OTR/L	Eckles	Celine	M.	1477
COTA/L	Eller	Tammy	Renee	C1544
COTA/L	Elliott	Michael	Loye	C1060
OTR/L	Elmore	Stephanie	Amanda	1341
OTR/L	Epperly	Kelly	Jo	1300
OTR/L	Erzkus	Cynthia	Lou	876
COTA/L	Escobedo	Jennifer	Lee	C1639
OTR/L	Eskins	Lisa	Knierim	1124
COTA/L	Eslep	Jennifer	Lynn	C1720
OTR/L	Estep	Lydia	Eleanor	266
OTR/L	Ethridge	Katie	Taylor	1310
COTA/L	Eubank	Misty	May	C1520
OTR/L	Evans	Donna	Jean	1241
COTA/L	Evans	Sara	Faye	C1485
OTR/L	Evans,II	Charles	Edward	950
OTR/L	Fabbri	Erik	Stephen	917
COTA/L	Fairgrieve	Victoria	Beth	C1751
OTR/L	Fannin	Laura	Melissa	325

OTR/L	Farrow	Stephanye	Michele	1454
OTA/L	Fawley	Renee	Denise	C1334
OTR/L	Ferrari	Vincentia	Jean	1358
OTR/L	Ferrel	Bre	Dian	1459
OTR/L	Ferrell	Heather	Gaye	1470
OTR/L	Fink	Leonard	Besso	436
COTA/L	Finley	Patricia	Louise	C1104
COTA/L	Fitzgerald	Angela	Renee	C1239
OTR/L	Fizer	Shelly	Ann	979
OTR/L	Fleshman	Christopher	Scott	1283
OTR/L	Florence	Kristi	Lynn	1364
OTR/L	Folk	Brandi	Marie	1154
OTR/L	Ford	Danielle	Renee	983
OTR/L	Forrest	Adam	Collins	637
OTR/L	Fortney	Dannette	Noel	711
COTA/L	Foster	Heather	Dawn	C1440
COTA/L	Frame	Rebecca	Louise	C1710
OTR/L	France	Christine	Renee	1367
OTR/L	Franchi	Sherry	Ann	1355
COTA/L	Francis	Tiffany	Renee	C1551
OTR/L	Francis	Tiffany	Renee	1493
COTA/L	Frankenberry	Mary	Patricia	C1514
COTA/L	Franko	Amanda	Arline	C1103
COTA/L	Frazier	Hattie	Bee	C1728
OTR/L	Freeman	Shauna	Brianne	1419
OTR/L	Freshour	Teresa	Sue	1498
OTR/L	Friedman	Susan	Sheryl	1108
OTR/L	Fugate	Bryan	Todd	377
OTR/L	Galilei	Jessica	Jewel	1435
COTA/L	Gamberi	Laura	Kaye	C1719
OTR/L	Garner	Mary	Amanda	1390
OTR/L	Gass	Krista	Michele	1281
OTR/L	Gaughan	Amy	Lynne	1365
COTA/L	George	Kimberly	Sue	C1586
COTA/L	Gesualdo	Diane	Renee	C1539
COTA/L	Giles	Shirley	Louise	C1651
OT/L	Gillette	Tevin	Michele	1244
OTR/L	Gompers	Sarah	Lucinda	1077
OTR/L	Gongola	Christine	Diana	431
OTR/L	Goodall	Leslie	Nancy	375
OTR/L	Gould	David	Alan	169
OTR/L	Gracey	Stacey	Lynne	941
OTR/L	Graebe	Garth	Lee	995
COTA/L	Grant	Tisha	Brooke	C1680
OTR/L	Gray	Noah	Madison	500
OTR/L	Green	Michael	Brian	1385
OTR/L	Greer	Heather	Lee	438
COTA/L	Greer	Staci	Dawn	C1609
OTR/L	Griffin	Ashley	Marie	1452
COTA/L	Griffin	Rosemary		C1587
OTR/L	Grimes	Darlene	Louise	992
OTR/L	Grimes	Parker	Hall	891
OTR/L	Grimes	Diane	Marie	1190

COTA/L	Grimes	Thomas	Christopher	C1474
OTR/L	Griswold	Dwayne	Curtis	1226
OT/L	Grooms	Carolyn	Sue	1262
COTA/L	Grubb	Matthew	Gregory	C1616
COTA/L	Grubb	Tara	Michelle	C1658
COTA/L	Gunnoe	Julie	Lynn	C1579
COTA/L	Guthrie	Amanda	Leigh	C1625
COTA/L	Guthrie	Stacey	Lynette	C1404
OTR/L	Gutierrez	Karissa	Marie	1437
COTA/L	Gwinn	Patricia	Ruth	C1465
OTR/L	Hager	Mary	Agnes	OO5
OTR/L	Haggerty	Connie	Elaine	1062
OTR/L	Halkett	Elizabeth	Mary	610
OTR/L	Hall	Michelle	Lynne	1374
OTR/L	Hambric	Brenda	Gaye	1359
OTR/L	Hamelin	Scott	Gregory	1028
OTR/L	Hammond	Jennifer	Lynn	1132
OTR/L	Hamrick	Neha	Ashok	1053
OTR/L	Haney	Amber	Elizabeth	1213
COTA/L	Hanshew	Alicia	Ann	C1573
COTA/L	Hanson	Debra	Sue	C1681
OTR/L	Harbert	Julie	Beth	1357
OTR/L	Harlan	Jennifer	Ann	1237
OTA/L	Harlan	Ryan	Chrisopher	C1317
OTR/L	Harman-Coatsworth	Tammy	Elaine	694
COTA/L	Harold	April	Delane	C1739
COTA/L	Harrah	Susan	Bunny	C1415
OTA/L	Harris	Sharon	Kay	C1542
COTA/L	Harris	Tina	Lynn	C1143
COTA/L	Harriton	Francis	William	C1585
OTR/L	Harriton	Valerie	Sue	1266
COTA/L	Hartman	Samantha	Desiree	C1571
OTR/L	Hartman	Samantha	Desiree	1502
OTR/L	Hartofelis	Michael		834
COTA/L	Harvey	Kristi	Lynn	C1611
OTR/L	Hastings	Larissa	Idalmis	1089
OTR/L	Hastings	Leon		1121
OTR/L	Hatcher	Megan	Joy	1414
COTA/L	Hatcher	Loretta "Dee"	Denise	C1597
OTR/L	Hatfield	Brian	Anthony	1009
OTR/L	Hawes	Cheryl	Himes	823
OTR/L	Hawkins	Dana	Lynn	1001
COTA/L	Hawkins	Joan	Elizabeth	C1395
OTR/L	Haynes	Ashley	Nicole	1442
OTR/L	Hazelett	Megan	Michelle	1168
COTA/L	Heath	Lisa	Marie	C1495
OTR/L	Heise	Christy	Louise	1331
OTR/L	Helbig	Sarah	Nicole	1275
OTR/L	Henderson	Olivia	Carol	1199
COTA/L	Henderson	Troy	William	C1155
OT/L	Hendry	Maureen	Anne	1481
OTR/L	Henryson	Barbara	Jean	294
OTR/L	Hetz	Stephanie	Raye	1304

COTA/L	Hill	Bambi	Lee	C1394
COTA/L	Hill	Carrie	Elizabeth	C1421
OTR/L	Hipps	Mary	Kathryn	1360
OTR/L	Hnottavange	Loretta	Brooke	1106
OTR/L	Holben	Jennifer	Marie	1229
OTR/L	Holbrook	Ashlie	Jill	1303
COTA/L	Holcomb	Amber	Faith	C1631
OTR/L	Holsen	Suzanne	Renee	793
OTR/L	Hopkins	Jeffery	Donald	184
COTA/L	Hopkins	Melissa	Rayna	C1731
COTA/L	Hoppert	Amy	Denise	C1742
OTR/L	Hornsby	Marlo	Renee	1356
COTA/L	House	Jennifer	Renee	C1635
OTR/L	Howell	Justina	DeJang	1325
COTA/L	Huber	Tim	Paul	C1278
COTA/L	Huffman	Curtis	William	C1662
COTA/L	Huffman	Keith	Allan	C1200
COTA/L	Hughes	Jaqueline	Annette	C1482
	Humbertson-			
OTR/L	Grogan	Autumn	Elizabeth	1127
OTR/L	Hunger	Rachel	Dawn	1370
OTR/L	Hunt	Janet		134
COTA/L	Hunter	Cheryl	Ann	C1055
COTA/L	Hunter	Heather	Michelle	C1678
OTR/L	Huntz	Valerie	Marie	1466
COTA/L	Hupp	Sonja	Eugenia	C1572
COTA/L	Hurley	Terri	Maxine	C1721
COTA/L	Hurley Jr.	James	Arthur	C1568
OTR/L	Isaac	James	Michael	319
OTA/L	Isner	Eileen	Annette	C1025
OTR/L	Ison	Shanna	Marie	1156
COTA/L	Jackson	Nicole	Dawn	C1386
OTR/L	Jackson	Rebecca	Ann	1084
COTA/L	Jackson	Sarah	Marie	C1407
OTR/L	Jackson	Stephanie	Ann	1443
OTR/L	Jacob	Beth	Anne	1271
OTR/L	Jacobs	Laura	Charlotte	1152
OTR/L	Jahn	Susan	Elizabeth	1288
OTR/L	Jefferson	Melissa	Ann	1136
OTR/L	Jefferson	Ami	Lynn	1031
OTR/L	Jellison	Lisa	Lynn	1508
COTA/L	Jesse	Brenda	Gail	C1048
OTR/L	Johnson	Stephanie	Gwen	1243
COTA/L	Johnson	Tamara	Irene	C1486
COTA/L	Johnson	Amanda	Sue	C1753
COTA/L	Johnson	James	William	C1581
OTR/L	Johnson	Mary	Elise	1475
OTR/L	Johnson	William	Michael	1492
OTR/L	Johnston	Linda	Christine	OO1
OTR/L	Jones	Ester	Lee	955
OTR/L	Jurovcik	Kara	Rae	732
COTA/L	Kaczor	Karen	Elise	C1696
OTR/L	Kalbaugh	Sherri	Ann	1007

COTA/L	Kalcum	Leann		C1509
COTA/L	Kasler	Wendy	Sue	C1042
OTR/L	Katz	Jodi	Beth	484
OTR/L	Keane	Elaine	Mary	1150
OTR/L	Kearns	Emily	Suzanne	959
OTR/L	Keaton	Mitzi	Dawn	1333
COTA/L	Keen	Kimberly	Lynne	C1523
OTA/L	Keenan	Anita	Lynn	C1549
COTA/L	Keene	Cynthia	Lee	C1634
COTA/L	Keffer	Heather	Ashley	C1598
OTR/L	Keller	Nicole	Marie	1499
OTR/L	Kelly	Mary	Lee	736
OTR/L	Kendall	Krista	Dawn	1380
COTA/L	Kessel	Brenda	Lee	C1355
COTA/L	Kessler	Rebecca	E.	C1593
OTR/L	King	Amber	Davina	905
COTA/L	King	Erin	Quinn	C1547
OTR/L	Kingery	Fred	Edward	693
OTR/L	Kiregu	Linus	Maina	824
OTR/L	Kisner	Lauren	Ashley	1489
OTR/L	Kisner McGraw	Carol	Marie	886
OTR/L	Klennert	Kristin	Leigh	1064
OTR/L	Klos	Margaret	Allison	1473
COTA/L	Knight	Cambria	Michelle	C1646
OTR/L	Kolanko	Stephanie	Ann	1055
COTA/L	Komenda	Stanley		C1312
OTR/L	Kovacs	Karen	Lynn	1463
OTR/L	Kreider	Steven	John	1441
OTR/L	Kuhl	Sigal	Levy	696
OTA/L	Kunkle	Cecelia	Linda	C1461
OTR/L	LaForme	Ann	Marie	158
COTA/L	Lamantia	Marlene	Victoria	C1107
OTR/L	Lamb	Valerie	Ann	9/17/1900
COTA/L	Lambert	Jennifer	Amiee	C1370
OTR/L	Lambert	Jennifer	Leigh	1068
OTR/L	Lane	Jennifer	Lynn	1415
OTR/L	Lane	Jennifer	Lynn	584
COTA/L	Lane	Jessica	Joy	C1761
COTA/L	Lane	Samantha	Nicole	C1763
OTR/L	Largen	Crystal	Dawn	897
OTR/L	LaRue	Nicole	Yvonne	1445
OTR/L	LaRue	Katherine	Theresa	298
OTR/L	Laska	Mary	Gertrude	398
OTR/L	Laughery	Mary	Elizabeth	974
OTR/L	Lawless	Megan	Elizabeth	1455
OTR/L	Lawless	Morgan	Renee	1456
OTR/L	Lawrence	Amy	Ellen	1276
OTR/L	Lawson	Holly	James	1334
OTR/L	Lawther	Madeline	Marie	1436
OTR/L	Lazor	John	Michael	1081
OTR/L	Leachman	Courtney	Roush	1260
COTA/L	Lee	Pamela	Sue	C1499
OTR/L	Lee-Pride	Jeri	Annette	544

OTR/L	Lent	Michelle	Lee	1408
OTR/L	Lentz, Jr.	Robert	Michael	896
COTA/L	Leonard	Jackie	Kaye	C1448
OTR/L	Leonardi	Amy	Beth	763
OTA/L	Lester	Kara	Dee	C1513
COTA/L	Lewis	Jessica	S	C1726
COTA/L	Lightner	Breanne	Marie	C1469
OTR/L	Lilly	Douglas	Lincoln	895
OTR/L	Lilly	Alexis	Nicole	1396
OTR/L	Lilly	Mark	Vincent	1173
OTR/L	Lilly-Queen	Ashley	Brooke	1234
COTA/L	Lindemann	Amie	Naomi	C1757
OTR/L	Lindsey	Stephanie	Lynn	1067
OTR/L	Linkous	Catherine	McKinney	792
COTA/L	Lockhart	Amanda	Sue	C1624
COTA/L	Lockhart	Ashley	Dawn	C1584
OTR/L	Logsdon	Cortney	Nicole	1448
OTR/L	Logwood	Andrea	Michele	1361
OTR/L	Lollini	Angela	Renee	1444
OTR/L	Lopez	Hollea	Michaela	1012
COTA/L	Loyland	Eric	Berent	C1231
COTA/L	Lucas	Scott	Lee	C1296
COTA/L	Lusk	Candace	Leigh	C1381
OTR/L	Luther	Emerald	Jean	1457
COTA/L	Maddix	Andrea	Faye	C1682
OTR/L	Manchester	Constance	Palmer	147
COTA/L	Mann	Faye	Ellen	C1683
COTA/L	Manthey	Barbara	Ann	C1163
OTR/L	Markley	Lona	Leigh	1335
OTR/L	Markley	Shannon	Brooks	1313
COTA/L	Marshall	William	Scott	C1138
COTA/L	Marshall	Tiffani	Kaye	C1595
OTR/L	Martin	Karen	Louise	384
OTR/L	Marvel	Brenda		1366
OTR/L	Mason	Shannon	Leigh	1182
OTR/L	Masterman	Gwendolyn	Suzanne	920
OTR/L	Masters	Shannon	Gay	1317
OTR/L	Matthews	Shelda	Lois	731
COTA/L	Mazza	Louis	Matthew	C1377
COTA/L	McCandless	Maureen	Ann	C1327
OTR/L	McClanahan	Adrienne	Jean	1206
OTR/L	McCombie	Randy	Paul	494
COTA/L	McCormick	Bridget	Ann	C1171
COTA/L	McCoy	Belinda	Belle	C1112
COTA/L	McDaniel	Johnnie	Ray	C1489
OTR/L	McDonald	Clare	Elizabeth	716
OTR/L	McDougal	Robin	Ann	1263
COTA/L	McGlothlin	Deseree	Nicole	C1677
OTR/L	McGowan	Suzanne	Frances	101
COTA/L	McKenney	Dawn	Debra	C1229
COTA/L	McKinney	Christopher	David	C1534
COTA/L	McKinney	Sarah	Lynn	C1716
OTR/L	McKinzie	Daniel	D.	1460

OTR/L	McManamay	Amy	Jo	413
COTA/L	McPherson	Charles	Edward	C1336
COTA/L	Mellott	Kristen	Ashley	C1565
COTA/L	Mellott	Dustin	Harry	C1692
OTA/L	Mercer	Nancy	Diane	C1262
COTA/L	Messenger	Daniel	Wayne	C1535
COTA/L	Metheny	Rebecca	Lynn	C1128
COTA/L	Meyers	Supanee		C1582
COTA/L	Midkiff	Geneva	Ailene	C1437
COTA/L	Midock	Erika	Lynn	C1621
OTR/L	Miller	Barbara	Rose	1324
OTR/L	Miller	Carol	Lorraine	257
COTA/L	Miller	Denise	Ann	C1417
OTR/L	Miller	Thomas	Scott	902
OTR/L	Miller	William	Thomas	1424
OTR/L	Miller	Diane	Jeanette	1162
OTR/L	Miller	Jennifer	Dawn	814
OTR/L	Miller	Maricris	Ho	573
COTA/L	Miller	Stephanie	Ann	C1328
OTR/L	Mills	Erica	Dawn	1330
OTR/L	Mockbee	Joy	Renee	1401
OTR/L	Montgomery	Susan	Lynn	938
COTA/L	Moody	Susan	Pauline	C1358
COTA/L	Mooney	Candice	Kay	C1699
OTR/L	Mooney	Cassie	Lee	1369
COTA/L	Moore	Jessica	Amy	C1724
COTA/L	Moore	Kenneth	Lee	C1099
COTA/L	Moore	Michael	Lee	C1035
OTR/L	Moore	Rebecca	Dawn	947
COTA/L	Moore	Sarah	Beth	C1592
OTR/L	Morgan	Leigh	Ann	1336
OTR/L	Morgan	Jo-Clair		1189
OTR/L	Morgan	Miranda	Dawn	1389
OT/L	Moriarty	Kitty	Ellen	1093
COTA/L	Morrissey	Michael	Francis	C1538
OTR/L	Mosca	Alisa		911
OTR/L	Mosrie	Hala		976
OTR/L	Mott	Stephanie	LuAnn	1326
COTA/L	Mounts	Tiiffany	Yvonne	C1627
OTR/L	Mouser	Erica	Nicole	1491
OTR/L	Muldrew	Sue-Ann	Renee	11/29/1903
COTA/L	Mullins	Denise	Renee	C1217
OTR/L	Mullins	Jennifer	Lee	1223
OTR/L	Mullins	Amy	Marie	1210
OTR/L	Mullins	Krista	L.	1506
OTR/L	Mullins	Metilda	Shobha	416
OTR/L	Murphy	Rhonda	Rae	1041
OTR/L	Musgrove	Brenda	Jo	991
OTR/L	Mutchler	Gail		967
OTR/L	Myers	Elizabeth	Anne	860
OTR/L	Myers	Carla	L.	811
OTR/L	Mysliwiec-Andlinger	Beth	Ann	498
OT/L	Nagarajan	Hemalini	K.	1174

OT/L	Nahemow	Barbara	Lynn	1411
OTR/L	Neal	Julie	Ann	989
OTR/L	Nesland	Anita	Loriane	430
OTR/L	Newsom	Cindy	Jo	1283
COTA/L	Nichols	Lorraine	Marie	C1442
OTR/L	Nicholson	Argil	Waine	1120
COTA/L	Nickel	Sherry	Ann	C1674
COTA/L	Nickell	Teresa	Renee	C1740
COTA/L	Nugen	Paula	Nicole	C1578
OTR/L	O'Baker	Pamela	Jean	1090
COTA/L	O'Connor	Marcia	Louise	C1029
COTA/L	Odell	Glenda	Jean	C1375
OTR/L	Offield	Sandee	Dee	1000
OTR/L	O'Leary	Denis	Michael	721
OTR/L	Oleksa	Breanne	Marie	1232
COTA/L	Orr	Carolynn		C1344
OTR/L	Orth	Margaret	Eileen	1280
OTR/L	Osburn	Angela	Brooke	705
OT/L	O'Shea	Robert	Joseph	373
OTR/L	Overcash	Christina	LeAnn	1418
OTR/L	Parker	Leslie	Nicole	1018
COTA/L	Parsons	Gretchen	Marie	C1633
OTR/L	Parsons	Sarah	Megan	1387
OTR/L	Patterson	Jennifer	Lee	996
COTA/L	Patton	Ashley	Renee	C1712
OTR/L	Pauley	Claudette	Mynes	1236
OTR/L	Pauley	Karrah	Leigh	1087
OTR/L	Pauley	Christina	Marie	1035
OTR/L	Pauley	Krista	Leigh	1501
OTR/L	Pavlock	Megan	E	1422
OTR/L	Pavone	Melanie	Dawn	956
OTR/L	Pearcy	Lois	Gilbert	1378
OTR/L	Pederson	Adrien	Leigh	1342
OTR/L	Pegg	Ashleigh	Danelle	1386
OTR/L	Pegg	Mary	Lynn	928
OTR/L	Pelanek	Dorothy	Marie	622
COTA/L	Penn	Jennifer	La'belle	C1715
OTR/L	Perez	Elizabeth	Caroline	1427
OTR/L	Perry	Krista	Michelle	1005
COTA/L	Persinger	Ashley	Francis	C1752
OTR/L	Pervola	Christel	Michelle	1297
OTA (lp)	Perzanowski	Breanna	Marie	LPA206
COTA/L	Peto	Kellie	Rae	C1686
COTA/L	Petropoulos	Brenda	Agnes	C1729
OTR/L	Pinckney	Cheryl	Anne	414
OT/L	Pinckney	Donald	Kenneth	440
COTA/L	Pino	Rachel	Ann	C1661
COTA/L	Pitt	Benjamin	Lee	C1569
OTR/L	Polanski	Amy	Lynn	1285
OTR/L	Posch	Melanie	Annette	527
OT/L	Powers	Andrew	Jackson	985
OTR/L	Price	Carrie	Anne	1248
COTA/L	Price	Kiley	Michelle	C1356

OT/L	Proffitt	Sarah	Elizabeth	1208
OTR/L	Punshon	Sarah	Catharine	1505
OTR/L	Queen	Natalie	Brooke	1400
OTR/L	Quesenberry	Kathy	Jo	358
COTA/L	Rader	Amber	Marie	C1693
OTR/L	Raleigh	Robin	Annette	1203
OTR/L	Ramey	Lisa	Cheryl	359
COTA/L	Ransom	Loyd	Franklin	C1354
COTA/L	Ratcliff	Marti	Lea	C1024
COTA/L	Ratliff	Hillary	Jo	C1451
OTR/L	Rauch	Dawn	Marie	579
OTR/L	Ravenscroft	Erin	Marie	1183
COTA/L	Reel	Michelle	Lynne	C1408
COTA/L	Reeves	Janet	Lea	C1194
COTA/L	Reffitt	Glenda	Kay	C1195
OTR/L	Revels	Elizabeth	Susan	1129
OTR/L	Rice	Sarah	Jane	1021
COTA/L	Richards	Eric	Thompson	C1068
COTA/L	Richardson	James	David	C1687
COTA/L	Rider	Michelle	RaeDawn	C1734
COTA/L	Riffel	Vivian	Maggard	C1018
COTA/L	Riggleman	Jane	Lynn	C1186
OTR/L	Riggleman	Kara	Jo	1255
OTR/L	Riley	Juliana	Marie	1070
COTA/L	Riska	Darla	Jean	C1493
COTA/L	Ritchie	Amy	Renea	C1599
OTR/L	Ritenour	Kelsey	Leigh	1474
OTR/L	Roberts	Duane	Alan	735
COTA/L	Robinson	Michelle	Dawn	C1074
OTR/L	Robinson	Kathleen	Michelle	1294
COTA/L	Robinson	Kathryn	Jeanne	C1532
OTR/L	Robinson	Nancy	Christine	346
OTR/L	Rogers	Amanda	Kessler	662
OTR/L	Rose	Gretchan	Ann	1214
COTA/L	Rose	Jenny	Lee	C1139
OTR/L	Ross	Rebecca	L.	1467
COTA/L	Roth	Michelle	Templeton	C1698
OTR/L	Roush	Andrea	Rae	939
OTR/L	Ruben	Lisa	Marie	1503
OTR/L	Rupple	M.	Susan	1321
OTR/L	Ryan	Lina	Christina	1343
OTR/L	Saffouri	Denise	Lynn	926
OTR/L	Salmons	Renea	Dawn	1286
OTR/L	Santangelo	Jaclyn	Ann	1014
OTR/L	Santer	Michele	Elizabeth	971
OTR/L	Sarder	Alok	Kumar	788
OTR/L	Sarver	Judith	L.	538
COTA/L	Saunders	Erica	Ann	C1529
OTR/L	Savage	Catherine	Haines	1167
OTR/L	Savage	John	Brian	1169
COTA/L	Scarbrough	Ashley	Elizabeth	C1550
OTR/L	Schell	Beverly	Diane	1425
COTA/L	Schmidt	Danielle	Frances	C1685

OTR/L	Schorr	Tyler	Michael	1495
OTR/L	Schubert	Shannon	Marie	1384
OTR/L	Schuler	Kena	Sue	1368
OT/L	Scrivener-Vass	Linda	May	845
OTR/L	Seasor Frye	Sonya	Lee	665
OTR/L	Seese	Amanda	Margaret	1017
OTR/L	Seidel	Margaret	Anne	291
COTAL	Sellers	Beth	Mae	C1427
OTR/L	Sellman	Jodi	Lynn	1220
OTR/L	Seremetis	Meagan	Ann	1327
OTR/L	Sergent	Danelle	Dawn	1311
OTR/L	Sergent	Brenford	Edwin	1080
OTR/L	Setaro	Rebecca	Maria	1159
OTR/L	Severino	Jessica	Lynn	1462
OTR/L	Seymour	Patricia	Anne	246
OTR/L	Shaffer	Karen	Louise	981
COTAL	Shamblin	Daryn	Marie	C1700
OTR/L	Shamblin	Deborah	Ann	687
COTAL	Shanholtz	Shawna	Marie	C1701
OTR/L	Shannon	Sandra	Leigh	1171
COTAL	Shaw	Barbara	Jean	C1669
OTR/L	Sheets	Allison	Kay	1346
OTR/L	Sheets	Teresa	Ray	129
OTR/L	Sherrell	Maren	Kate	1205
COTAL	Shock	Tabatha	Opal	C1689
OTR/L	Sickles	Kimberly	Walker	1328
OTR/L	Silkwood	Kristi	Alicia	1195
COTAL	Simms	Lesley	Ann	C1518
COTAL	Simpson	Mary	Ann	C1220
OTR/L	Simpson	Phillip	Lee	515
OTR/L	Sipes	Lynn	Marie	1323
COTAL	Sisler	Paula	May	C1142
OT/L	Sites	Stacie	Leigh	888
COTAL	Skaggs	Steven	VanCourtland	C1602
OTR/L	Skrzypek	Melanie	Dawn	1347
COTAL	Slate	Cassandra	Renee	C1603
COTAL	Slone	Rebecca	Ann	C1722
COTAL	Smith	Karen	Joy	C1558
COTAL	Smith	Angela	Renea	C1746
OTR/L	Smith	Billie	Jo	C1591
OTR/L	Smith	Erica	Marie	1490
OTR/L	Smith	Kimberly	Dawn	923
OTR/L	Smith	Lecia	Dawn	597
COTAL	Smith	Lisa	Ann	C1663
COTAL	Smith	Timothy	Scott	C1274
OTR/L	Smith	Virginia	Grace	957
OTR/L	Snyder	Kelly	Marie	772
OTR/L	Sole	Ashley	Michelle	1440
OTR/L	Solis	Cynthia	Eileen	1339
OTR/L	Somerville	Elizabeth	Jane	1487
OTR/L	Sowers	Sharon	Lynne	908
OTR/L	Spatafore	Andrea	Jo	1376
OTR/L	Spillson	Elizabeth	Ann	390

OTR/L	Spillson	Joseph	Andrew	365
COTA/L	Springmann	Christine	Anna	C1304
COTA/L	Stanton	Mary	Elizabeth	C1737
OTR/L	Stapleton	Meghan	Morrison	1438
COTA/L	Stevens	Patricia	Wolf	C1054
COTA/L	Stewart	Heather	Michelle	C1374
OTR/L	Stewart	Lisa	Kay	909
OTR/L	Stewart	Robert	William	1484
COTA/L	Stines	Amy	Jeanne	C1659
OTR/L	Stone	Elizabeth	Ann	892
OTR/L	Stotts	Crystal	Rose	1413
OTR/L	Stowers	Kenneth	Dion	1078
COTA/L	Strause	Sherrie	Lynn	C1380
OTR/L	Street	Kristen	Elizabeth	1153
COTA/L	Stroop	Lindsey	Renee	C1717
COTA/L	Stull	Tiffany	Rose	C1711
OTR/L	Stump	Ann	Chadwick	131
COTA/L	Sturgill	Jason	Allen	C1735
COTA/L	Sullivan	Jill	Rae	C1248
OTR/L	Summers	Suzanne	Kathleen	231
COTA/L	Sumpter	Jerry	Ray	C1694
COTA/L	Surface	Angela	Marie	C1452
COTA/L	Surratt	Danny	Keith	C1040
COTA/L	Syner	Jennifer	Lynn	C1759
COTA/L	Tarver	Deanna	Kelly	C1601
OTA/L	Taylor	Carla	Beth	C1533
OTR/L	Tennant	Margaret	Wanda	1242
OT/L	Tennant	Joan	Carol	607
OTR/L	Testman	Jessica	Brinkley	1391
OTR/L	Thaw	Laura	Ann	323
COTA/L	Thomas	Brenda	Kay	C1714
COTA/L	Thomas	Sue	Ann	C1748
COTA/L	Thompson	Annie	Eliza	C1755
OTR/L	Tiernan	Elasa	Tina Marie	1476
COTA/L	Tilley	Roxie	A	C1723
OTR/L	Tincher	Shelly	B	1250
OTR/L	Tincher	Christina	Dell	1393
OTR/L	Tingler	Kimberly	Welch	1148
OTR/L	Tiu	Melissa	Jo	1044
COTA/L	Todaro	Theresa	Lee	C1610
OTR/L	Tokash	Jennifer	Ann	743
COTA/L	Touray	Fatoumata		C1708
OTR/L	Triplett	Carrie	Lea	1469
COTA/L	Trump	Nichole	Lynn	C1295
OTR/L	Truschel	David	William	919
OTR/L	Turley	Pamela	Jean	990
OTR/L	Turley	Traci	Augusta	1290
COTA/L	Tussey	Sarah	Lyn	C1516
OTR/L	Ude	Heidi	Leigh	997
COTA/L	Uhler	Bridgette	Adel	C1524
COTA/L	Umstot	Vicky	Lynn	C1428
OTR/L	Umstot	Justin	Ray	1382
OTR/L	Umstot	Vicky	Lynn	1496

OTR/L	Usenick	Jody	Henderson	1405
OTR/L	Vance	Amanda	Jane	1412
OTR/L	Vance	Sarah	Ann	1379
OTR/L	Vandale	Cara	Jane	256
OTR/L	VanMeter	Sarah	Lea	1107
OTR/L	Venable	Allison	Beth	898
COTA/L	Vernon	Joseph	Dillon	C1690
COTA/L	Vest	Casey	Jolene	C1637
OT/L	Vigh	Debra	JoAnn	1254
OTR/L	Vincent	Virginia	Ann	885
OT/L	Viscount	Tracy	Leigh	625
OTR/L	Wade	Sandra	C	1451
COTA/L	Waggoner	Stephanie	Diane	C1432
OTR/L	Waibel	Jason	Aaron	1398
OTR/L	Wallace	Heather	Alyse	879
OTR/L	Walls	Bethany	Jo	1126
OTR/L	Walters	Erik	James	1102
OTR/L	Walton	Michael	John	1468
COTA/L	Ward	Patricia	Ann	C1650
COTA/L	Ware	Kelley	Lynne	C1654
COTA/L	Warnock	Tina	Marie	C1010
COTA/L	Warrick	Burl	DeLee	C1638
OTR/L	Watson	Erin	Elizabeth	1353
OTR/L	Weaver	Katie	Colleen	1500
OTR/L	Webb	William	Eric	813
OTR/L	Weddington	Jodi	Lynn	1450
OTR/L	Weddington	Joshua	Michael	1449
COTA/L	Weicht	Katerina	Elizabeth	C1667
COTA/L	Weis	Anthony	Todd	C1574
OTR/L	Weiss	Katherine	Virginia	1354
OTR/L	Wells	Wendy	Kate	1472
OTR/L	Werner	Carole	Lockard	305
OTR/L	Westbrock	Amy	Beth	973
OTR/L	Westmoreland	Dianne	Sue	C1412
OTR/L	Weston	Erik	John	819
COTA/L	Wheeler	Corrine	Nichol	C1563
OTR/L	Wheeler	Steven	Daniel	638
OTR/L	White	Danise	Conley	153
COTA/L	White	Heather	Marie	C1705
COTA/L	White	Kristen	Ann	C1302
COTA/L	Whitlock	Jodie	Faith	C1688
COTA/L	Wikel	Amanda	Leigh	C1460
OTR/L	Wilhere	Tawnya	Nicole	596
COTA/L	Williams	Karen	V.	C1725
OTR/L	Williams	Kristie	Rae	994
COTA/L	Williams	Amanda	Rae	C1655
OTR/L	Williams	Maria	Elena	1184
OT/L	Williamson	Casey	Margaret	1072
COTA/L	Willis	Erica	Jo	C1668
OTR/L	Wilson	Heather	Ann	591
COTA/L	Windows	Wendy	Lynn	C1483
OTR/L	Wingate	Heather	Marie	644
COTA/L	Winter	Robin	Annette	C1706

OTR/L	Wise-Marks	Elizabeth	Ann	922
COTA/L	Withrow	Erica	Diane	C1536
OTR/L	Wix	Amy	Michelle	951
COTA/L	Wolfe	Brittney	Shea	C1562
COTA/L	Wood	Carey	Ann	C1628
OTR/L	Wood	Shelby	Dyan	1337
OTR/L	Wood	Susan	Michele	945
COTA/L	Wooddell	Lori	Ann	C1468
COTA/L	Woodson	Patricia	Faye	C1670
OTR/L	Wooten	Ashlee	Brooke	1377
COTA/L	Workman	Katherine	Jane	C1470
OTR/L	Worley	Amanda	Dawn	1191
OTR/L	Wright	Delilah	Latesia	315
OTR/L	Wright	Marleen	Danielle	1507
COTA/L	Wriston	Dwayne	Edgar	C1636
OTR/L	Wujtow	Nathalie	Adel	1293
OTR/L	Wulff	Sara	Ilana	1453
OTR/L	Wycoff	Travis	Robert	1073
OTR/L	Yadwadkar	Neelima	Subhash	674
OTR/L	Yeager	Cortney	Brooke	1432
OTR/L	Yglesias	Jane	Graham	940
OTR/L	Yonak	Laurie	Marangoni	1252
COTA/L	Yost	Jennifer	M.	C1743
OT/L	Young	Darvan	Bethel	179
COTA/L	Young	Kathleen	Marie	C1289
COTA/L	Young	Nanette	DeBernardo	C1575
OTR/L	Zapf	Helen	Pamela	893
OTR/L	Zimmerman	Catherine	Dodson	1198
COTA/L	Zinn	Leighann	Sommer	C1466
OTR/L	Zirkle	Lindsay	Nicole	1295
OTR/L	Zollars	Deanna	Margaret	210
OTR/L	Zucconi	Annamarie	Magiera	1109

West Virginia Board of Occupational Therapy

**Annual Report
2009-2010**

Summary of Complaints



West Virginia Board of Occupational Therapy
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Summary of Complaints FY 2009 / 2010

<u>Date Rec'd</u>	<u>Case Number</u>	<u>Description</u>	<u>Resolution</u>
11/20/08	2008#49	Falsification of records/ Home health billing fraud	Consent Agreement
11/23/09	2009#60	Complaint regarding quality and quantity of OT service	Dismissed
1/25/10	2010#62	Practicing on expired license	Outstanding
2/17/10	2010#64	Stealing of medication and drug use	Dismissed
3/30/10	2010#66	Patient neglect	Consent Agreement
5/6/10	2010#68	Refusal to submit to drug screening	Dismissed
5/17/10	2010#72	Fraudulent documentation and billing for BTT services	Dismissed
6/6/10	2010#73	Unprofessional conduct	Dismissed