

The Louisiana State Board of Medical Examiners
OCCUPATIONAL THERAPY ADVISORY COMMITTEE

Minutes of Meeting

November 18, 2022

Virtual Zoom Meeting

A meeting of the Louisiana State Board of Medical Examiners Occupational Therapy Advisory Committee, pursuant to lawful notice, was duly convened and called to order at 10:32 a.m., November 18, 2022 via Zoom virtual video and live streamed to the public on YouTube. The chair verified the identity of all videoconference participants and that the audio and video were clear and audible. The chair advised that public comments could be mailed to publiccomment@lsbme.la.gov.

Members present were as follows:

Darbi Philibert, Chair
Ingrid Franc, Vice Chair
Raelena Crooks
Brenda Martin
Glynn Wallace
Amy Larriviere
Kim Solari
Carolyn Murphy
Kelly Brandon

Also present at the Meeting:

Vincent Culotta, LSBME Executive Director
Patricia Wilton, LSBME Executive Counsel
Jacintha F. Duthu, LSBME Executive Staff Officer
Olivia PeLong, Executive Program Specialist
Alan Phillips, CIO

Invited Guest:

Barbara Williams, Associate Director of External and Regulatory Affairs for NBCOT

1. Old Business

a. Darbi reviewed the OTAC Mission.

- **Minutes of last meeting.** Ingrid Franc stated that the version of the minutes of the last OTAC meeting placed in the Cloud Link had been redacted and amended extensively, and noted that the OTAC had voted on Rules language at the last meeting but that this is no longer reflected in the minutes.
 - Ingrid Franc motioned to table approval of the minutes until the next meeting of OTAC; Kelly Brandon seconded the motion. All present voted unanimously to table approval of the minutes from the OTAC meeting on 10/28/2022.

- No public comment.

2. New Business

- a. **Barbara Williams of NBCOT** provided a PowerPoint presentation which gave an overview of the purpose of NBCOT, recent changes, and topics of interest to OTAC. Areas she covered that have been discussed by OTAC in the past include:
 - Licensure Compact – 24 states have signed on, the Compact Commission has been formed, and the Executive Committee for the Commission has been elected.
 - Texas has voted against participation.
 - Three states are pending votes.
 - NBCOT provides practice self-assessments in multiple areas that could be of use for occupational therapists in LA who are returning to practice and seeking to re-instate their license.
 - Ms. Williams' map of states accepting NBCOT Navigator courses for state CEU requirements did not include LA. Darbi to follow-up with Dr. Van regarding officially correcting this erroneous information.
 - Verification of NBCOT certification can be completed only through their website.
 - NBCOT has formed a partnership with CE Broker. If a course is uploaded to CE Broker for LA licensure, it should send automatically to NBCOT.
 - Amy Yarbrough is the NBCOT Ambassador to Louisiana.
 - NBCOT automatically sends sanction information to appropriate licensing boards that the OT practitioner is licensed in.
 - No public comment.

3. Old Business

c. **Rules and Regulations Review and Update.** Ingrid reviewed OTAC's decision to use one hour of each meeting toward making Rules changes and updates and started the group at where we had left on in October. Suggested draft changes were discussed and made for sections 1963 through 1975, A 1 - 4, as seen below.

- Section 1963 – No changes
- Section 1965 A – Changed to 'occupational therapy practitioner' (OTP). Discussion regarding length of annual Ethics Course requirement. Current recommendation was 2 hours; this was based on the length of the Ethics Course provided by the AOTA. Ingrid asked members to consider what length of time we feel OTPs need to spend in an annual ethics course to encourage ethical practice as opposed to using the current AOTA course as the guide. There was agreement that a one-hour long annual course would be sufficient to facilitate ethical practice by OTPs. This draft requirement language was changed from, "2 hours of Ethics (approved by AOTA, LOTA, or NBCOT)" to "1 hour of Ethics (approved by AOTA, LOTA, or NBCOT)."
- Discussion regarding whether total number of contact hours required per year should remain at the initial recommended change of 15 hours, or if it should be reduced to 14 hours (12 hours of practice content, 1 hour Ethics Course, 1 hour LSBME Rules and Laws Course). Reached agreement to change draft language to a total of 14 contact hours annually.
 - Motion to accept these draft changes by Brenda Martin; seconded by Kim Solari; all present voted unanimously to accept the draft changes to Section 1965 A.

- No public comment.
- Section 1965 B – Removed the statement regarding number of contact hours of education required as this is redundant.
- Section 1967 A – No changes from those already drafted and agreed upon at previous meetings.
- Section 1967 B - No changes from those already drafted and agreed upon at previous meetings.
- Section 1967 C - No changes from those already drafted and agreed upon at previous meetings.
- Section 1967 D - No changes from those already drafted and agreed upon at previous meetings.
- Section 1967 E – Discussion regarding use of unofficial university transcripts. Following discussion, it was agreed that there would be no changes from those already drafted and agreed upon at previous meetings.
- Section 1969 A – Add NBCOT to list of approved providers for qualifying as approved continuing professional education.
- Section 1969 B – Add ‘nationally accredited’ into this statement, “Upon the recommendation of the advisory committee, the board may designate additional nationally accredited organizations and entities whose programs, courses, seminars, workshops, or other activities shall be deemed approved by the board...”.
 - There was discussion regarding whether ‘nationally accredited’ should be defined elsewhere in the Rules.
- Section 1971 A – Delete this entire section regarding OTAC’s role in pre-approving continuing education programs.
- Section 1979 B – Changed wording to reflect LSBME use of electronic continuing education tracking system and to reiterate that all continuing education must be completed prior to renewal of license.
- Section 1979 C – Delete this entire section regarding OTAC’s role in pre-approving continuing education programs.
- Section 1975 A – Change license renewal window to 8 weeks.
- Section 1975 A 1 – Remove statement that implies that the license is still active for 60 days if OTP has not completed their continuing education requirements.
- Section 1975 A 2 – Added this new section stating that OTP has 60 days after expiration of license to apply for renewal.
- 1975 A 3 – Delete this section as it is redundant.
- Section 1975 A 4 – No change from previously agreed upon draft changes.
 - No public comment

4. New Business

b. Future Meeting Frequency, Start Time, Length and Dates

- Future Meeting Frequency – Agreed upon monthly meetings for 2023.
- Future Meeting Start Time – Dr. Van agreed that we could start the meetings at 10:00 AM. All members in agreement.

- Future Meeting Length – Agreed upon devoting 90 minutes to Rules revision per meeting.
 - This may have to alter depending on other issues that arise, i.e., the need for an Executive Session.
- Members are asked to block 10:00 AM – 1:00 PM for each meeting.
- Future Meeting Dates – The following dates for 2023 were agreed upon: 1/13, 2/10, 3/10, 4/14, 5/12, 6/9, 7/14, 8/11, 9/15, 10/13, 11/17.

c. Management of Rules interpretation questions from the public.

- The members were advised that the process is as follows:
 - If any member of OTAC receives a question from the public that requires interpretation of our Rules or Laws, no member of OTAC should directly respond to the individual without the approval of Dr. Van, Executive Director of LSBME.
 - The Chairs or members with knowledge of the subject matter should forward the question to Dr. Van, along with their perspective on the issue.
 - OTAC is not to ask all members to provide their opinion.
 - Dr. Van will decide whether the issue can be immediately responded to, whether it needs to be sent to the LSBME Legal Department, and whether the issue needs to be added to an OTAC meeting agenda.

The meeting was adjourned at 12:59 PM.