

OCCUPATIONAL THERAPY MINUTES  
November 15, 2002

**MEMBERS PRESENT:** Sue Elcik, Julie Kadnar, Mary Woodbury, Sherlee Keough and Shelley Rau

**OTHERS PRESENT:** Dorene Gerrish, Board Administrator; Diane Staples, Board Clerk

**CALL TO ORDER:** The meeting was called to order by Sue Elcik at 9:15 a.m.

**MINUTES**

A motion was made by Julie Kadnar and seconded by Sherlee Keough to approve the minutes of the October 18, 2002 meeting. Motion passed unanimously.

**LICENSE APPROVALS**

A motion was made by Shelley Rau and seconded by Julie Kadnar to approve 6 occupational therapists, 3 occupational therapy assistants, and 1 temporary occupational therapist since the last meeting. Motion passed unanimously.

**ADMINISTRATOR'S COMMENTARY**

Dorene will be getting together with Carol Leighton regarding the budget.

**COMPLAINT OFFICERS REPORT**

Sue reported that the Board has received three more complaints, but they are not ready to be presented yet.

**MISCELLANEOUS**

Applicants for Cota and temporary licenses, not living in Maine at the time of application, can be approved, but with a letter that informs them that when they go to work in Maine they will need to submit a supervisor's affidavit from a Maine licensed supervisor.

Continuing Education submitted from Jennifer Bergeron is short six hours, but she has 17 hours prior to licensure. The hours achieved before licensure are not acceptable. She will take a course to make up the 6 hours and will resubmit.

Two temporary licensees that had failed the exam sent in more descriptive study plans. Mary Woodbury moved and Sherlee Keough seconded to extend the temporary licenses of Katherine MacMannis and Carmela Vecchione until the next exam results are received. Passed unanimously.

**CORRESPONDENCE**

The Board received an e-mail from Anna Feeney regarding that Karen Trask is working without a license and had not renewed in March of 2001. She is attempting to reapply but her application is incomplete. A letter was sent telling her she was practicing without a license and needed to cease and desist and to contact the Board in writing regarding this. As of this date the Board has not received any correspondence from her. We received a fax from Karen during the meeting, however her new application is still incomplete. The Board will write Ms. Trask a letter regarding her incomplete application.

The Board received a letter from an occupational therapist that is changing treatment areas. She is doing an internship at a pediatric clinic and wants to know if this can be used for continuing education. The Board agreed that this could be used for CEUs under the in-service/work related category as long as the documentation of her experiences comes from the clinic that she worked in.

A letter was sent regarding a COTA who has developed expertise in an area that surpasses his supervising OT and the question of whether this OT can continue to supervise him. Sue Elcik will write a letter regarding these questions in respect to the Board rules.

### **CEU REVIEW**

The Board reviewed continuing education submissions for the remainder of the meeting.

### **NEXT MEETING**

The next meeting is scheduled for December 20, 2002 at 9:15 a.m.

### **ADJOURNMENT**

The meeting adjourned at 12:30 p.m.

Respectfully submitted,  
Diane L. Staples, Board Clerk