

# OCCUPATIONAL THERAPY MINUTES

March 21, 2003

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

**MEMBERS ABSENT:** Shelley Rau

**OTHERS PRESENT:** Diane Staples, Board Clerk; Judith Peters, AAG; Penny Vaillancourt

**CALL TO ORDER:** The meeting was called to order by Sue Elcik at 9:20 a.m.

## **MINUTES**

A motion was made by Mary Woodbury and seconded by Sherlee Keough to approve the minutes of the February 21, 2003 meeting. Motion passed unanimously.

## **LICENSE APPROVALS**

A motion was made by Sherlee Keough and seconded by Julie Kadnar to approve 2 occupational therapists since the last meeting. Motion passed unanimously.

## **ADMINISTRATOR'S COMMENTARY**

The Board introduced themselves to the new administrator, Penny Vaillancourt.

Penny will keep the Board apprised of any legislation that may affect the Board and their rules.

Sherlee has called regarding her reappointed and has been informed that it is on its way.

## **COMPLAINT OFFICERS REPORT**

OT-012: The complaint is regarding abuse of patient. The complaint committee found no violation and recommended dismissal. Sherlee Keough moved to dismiss the complaint and Julie Kadnar seconded. Motion passed with 3 in favor and 1 abstention (Sue Elcik).

Sue reported that she has received another complaint (OT-016) but from now on they will be going to Shelley, the new complaint officer.

## **CORRESPONDENCE**

The Board received a letter from NBCOT regarding exam candidate process changes.

The Board received a letter from NBCOT regarding internet delivered candidate results. Diane will make the contact to establish this procedure.

The Board received a letter from Susan Hoffman informing the Board that she disagrees with the Board's decision to deny part of her CEU submissions dealing with billing and reimbursement. The Board will respond to her letter restating that billing and reimbursement is not relevant to the clinical practice of Occupational Therapy.

The Board received a letter from NBCOT regarding an update on application submissions to take the exam.

A letter was received from Nick Branch with two more questions regarding the previous letter the Board had sent him. Sue Elcik will respond.

## **MISCELLANEOUS**

NBCOT Conference: Penny reported that money was not allocated for this quarter for travel. Anne Head said money can be moved but only \$1400, so only one person can attend even though there are concurrent sessions. Sue Elcik's travel request will be approved, but Shelley Rau's will not.

Renewal Update: 774 CEU packets have been received and 694 have been approved. 677 renewals have been received.

Sue Elcik reported that Shelley Rau had made a presentation at the MEOTA Conference and that it went well.

## **CEU REVIEW**

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

## **NEXT MEETING**

The next meeting is scheduled for April 18, 2003 at 9:15 a.m.

## **ADJOURNMENT**

The meeting adjourned at 12:15 p.m.

Respectfully submitted,  
Diane L. Staples, Board Clerk