

**FINAL APPROVED**  
**ADVISORY BOARD ON OCCUPATIONAL THERAPY**  
Minutes  
October 5, 2021

The Advisory Board on Occupational Therapy met on Tuesday, October 5, 2021 at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Henrico, Virginia.

**MEMBERS PRESENT:** Breshae Bedward, Chair  
Dwayne Pitre OT, Vice-Chair  
Kathryn Skibek, OT

**MEMBERS ABSENT:** Raziuddin Ali, MD  
Karen Lebo, Citizen

**STAFF PRESENT:** William L. Harp, MD, Executive Director  
Michael Sobowale, Deputy Executive Director, Licensure  
Elaine Yeatts, DHP Senior Policy Analyst  
ShaRon Clanton, Licensing Specialist

**GUESTS PRESENT:** Kendall R. Michalofski - Macaulay & Jamerson & VOTA

**Call to Order**

Breshae Breward, OTR, Chair called the meeting to order at 10:02 a.m.

**Emergency Egress Procedures**

Dr. Harp announced the emergency egress instructions.

**Roll Call**

Roll was called, and a quorum was declared.

**Approval of Minutes**

Ms. Skibek moved to approve the minutes of the January 26, 2021 meeting. The motion was seconded by Mr. Pitre. By unanimous vote, the minutes were approved as presented.

## **Adoption of Agenda**

Mr. Pitre moved to approve the adoption of the agenda. The motion was seconded by Ms. Skibek. By unanimous vote, the agenda was adopted as presented.

## **Public Comments**

Ms. Michalofski introduced herself to the Board. She expressed that she was present at the meeting on behalf of the Virginia Occupational Therapy Association (VOTA) to hear more about any concern for implementation of the Occupational Therapy Interjurisdictional Licensure Compact that she can report back to members.

## **New Business**

### **1. 2021 Legislative Update and 2022 Proposals**

In Elaine Yeatts' absence, Dr. Harp provided an update on legislative actions from the 2021 General Assembly of interest to the Advisory Board members and 2022 legislative proposals. No action was required.

### **2. Report of Regulatory Actions**

Dr. Harp gave a brief report of the laws from the 2021 General Assembly that will require regulatory action by the Board of Medicine. He made special mention of the emergency regulations for Board adoption for the occupational therapy interjurisdictional compact. The emergency regulations must be in place by December 23, 2021.

### **3. Update on Occupational Therapy Interjurisdictional Compact Implementation**

Elaine Yeatts provided an update on implementation of the OT compact, which came with a requirement for emergency regulations. They are currently with the Secretary of HHR for review, and they should be in effect by December 23, 2021. The law passed by the General Assembly, which provided the authorization to join the compact, does not become effective until January 1, 2022. The occupational therapy criminal background check requirement will only be for those applying for a privilege under the Compact, not to all OT applicants.

### **4. Review of Licensure Requirements**

Michael Sobowale provided a brief overview. This topic was placed on the Advisory Board's agenda pursuant to the request of the Credentials Committee for each Advisory Board overseeing each profession at the Board of Medicine to review their licensing

requirements and application questions to determine if they are in line with current practice. The Committee first met on September 20, 2021 to review and recommend which documents required in the licensing process must be primary-source verified, ones that may be submitted as copies, and those that may no longer be useful in the licensing process. The Committee will be making recommendations on how the licensing process at the Board of Medicine could be further streamlined. The Committee asked that any recommendation made by the Advisory Board should be reported back to the Committee at its next meeting.

Members reviewed current licensure requirements for occupational therapists and occupational therapy assistants and it was the consensus of members that the application process could be simplified for applicants while still protecting the public.

After discussion, and upon a motion by Kathryn Skibek, seconded by Mr. Pitre, the Advisory Board voted to recommend that a license applicant should submit primary source verification of the following documents: professional education/ school transcripts, National Board for Certification in Occupational Therapy (NBCOT) Certificate, Test of English as a Foreign Language (TOEFL) result and Program Director's letter verifying completion of professional education for an internationally-trained applicant, National Practitioner Data Bank (NPDB) self-query report and one state license verification.

Copies of the following documents could be accepted: Other state license verifications, if submitted; a digitally-certified electronic copy of the NPDB report in lieu of a mailed report, and supporting documentation for any question answered 'Yes' on the application form that is deemed non-routine.

It is no longer necessary for applicants to submit a "Form B" employment verification.

## 5. Approval of 2022 Meeting Calendar

Kathryn Skibek moved to approve the proposed meeting dates for the Advisory Board on the 2022 Board calendar. Mr. Pitre seconded. The schedule of meetings was unanimously approved.

## 6. Election of Officers

Ms. Breward nominated Mr. Pitre as Chair. Ms. Skibek seconded. Mr. Pitre nominated Kathryn Skibek as Vice-Chair. Ms. Breward seconded. By unanimous vote, members approved the slate of officers nominated.

## **Announcements:**

Ms. Clanton provided the licensing statistics report. The number of current active licensed occupational therapists is 4,079. There are 1,732 occupational therapy assistants. The total number of new occupational therapists licensed from January 1, 2021 to present was 181. There have been 71 occupational therapy assistants licensed this year.

**Next Meeting date:**

February 1, 2022 @ 10:00 a.m.

**Adjournment:**

With no other business to conduct, the meeting adjourned at 11:24 a.m.

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Breshae Breward, Chair

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William L. Harp, MD, Executive Director

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ShaRon Clanton, Licensing Specialist