



Ohio Occupational Therapy, Physical Therapy,
and Athletic Trainers Board

Joint Board Meeting

September 8, 2011

10:00 a.m.

South A

Members

Raymond Bilecky, PT, Secretary
Rebekah Bower, AT
Thomas Caldwell, PT, President
Jason Dapore, Physician
Mary Kay Eastman, PT
Rebecca Finni, OT,
Aaron Galpert, AT
Jean Halpin, OT
Karen Holtgreffe, PT
Brian Hertz, AT
Nanette Shoemaker, OTA
Kimberly Lawler, OT, President-Elect
James Lee, PT
Vincent O'Brien, AT
Mary Stover, OT

Members Absent

Janenne Allen

Legal Counsel

Yvonne Tertel, AAG

Staff

H. Jeffery Barker, Investigator
Diane Moore, Executive Assistant
Lisa Ratinaud, Enforcement Division Supervisor
Jeffrey Rosa, Executive Director

Guests

Jacquelyn Chamberlin, OOTA
Katie Rogers, OPTA
Sam Coppoletti
Marilyn Mount
Kimberly Payne

Call to Order

The meeting was called to order by Joint Board President Thomas Caldwell at 10:03 a.m.

Thomas Caldwell, President, thanked all the Sections for working well together.

Mission Statement

Thomas Caldwell read the Board Mission Statement:

The mission of the Ohio Occupational Therapy, Physical Therapy, and Athletic Trainers Board is to actively promote and protect the health of the citizens of Ohio through effective regulation of the professions of occupational therapy, physical therapy, and athletic training. Goals to achieve this mission include:

- Ensuring that individuals practicing occupational therapy, physical therapy, and athletic training meet sufficient standards of education, training, competence, and ethics, as defined in the laws and rules governing the profession.
- Investigate and discipline licensees whose practice falls below the minimal standards of care.
- Define and advocate for standards of safe OT, PT, AT practice, and ensure that the laws and rules governing the practice accurately reflect current standards.
- Provide information about the licensees of the OT PT AT Board, the Board's functions and operations, and the laws governing the practice of OT, PT, and AT.

Approval of Minutes

Action: Vincent O'Brien moved that the March 10, 2011 meeting minutes be approved as submitted. Mary Kay Eastman seconded the motion. The motion carried.

Executive Director's Report

The Executive Director presented the following information to the Board:

- The Executive Director reported that Investigator Andrew Snouffer's last day was September 2, 2011. Mr. Snouffer was employed by the Board for five years.
- The Executive Director reported that the plans to reclassify the vacant investigator position to an investigative assistant. He further reported that he is working with Lisa Ratinaud, Enforcement Division Supervisor on the details for the new position description.
- The Executive Director reported that the Healthcare Integrity and Protection Data Bank (HIPDB) is currently auditing all state physical therapy boards. The Executive Director informed the members of the Board that for Ohio, there were only two instances found where the Board did not report to HIPDB. Since the findings, the Board has filed the missing reports with HIPDB.
- The Executive Director informed the Board that that the State Auditor's office also conducted the biennial audit of the Board. The Executive Director hopes that the Auditor's management letter will be ready by the end of September.

The formal Executive Director's report is attached to the minutes.

Action: Mary Stover moved that the Board go into executive session to discuss personnel matters related to the appointment, employment, or compensation of a public employee. Brian Hertz seconded the motion.

The Executive Director called the roll:

Janenne Allen	Absent
Raymond Bilecky	Yes
Rebekah Bower	Yes
Thomas Caldwell	Yes
Jason Dapore	Yes
Mary Kay Eastman	Yes
Rebecca Finni	Yes
Aaron Galpert	Yes
Jean Halpin	Yes
Karen Holtgreffe	Yes
Brian Hertz	Yes
Kimberly Lawler	Yes
James Lee	Yes
Vincent O'Brien	Yes
Nanette Shoemaker	Yes
Mary Stover	Yes

The Section went into executive session at 10:16 am and came out at 10:36 am. There was no action taken.

Special Orders

Joint Board President-Elect

Raymond Bilecky nominated James Lee to be Joint Board President-Elect. Mary Kay Eastman seconded the nomination. **Action:** Rebecca Finni moved to elect James Lee to be Joint Board President-Elect for the period beginning September 8, 2011 and ending immediately following the September 2012 Joint Board meeting. Mary Stover seconded the motion. All members present voted to elect James Lee as Joint Board President-Elect beginning September 8, 2011 and ending immediately following the September 2012 Joint Board meeting at which time he will become the Joint Board President through the end of the of the September 2013 Joint Board Meeting.

Joint Board Secretary

Rebekah Bower nominated Brian Hertz to be Joint Board Secretary. Vincent O'Brien seconded the nomination. **Action:** Rebecca Finni moved to elect Brian Hertz to be Joint Board Secretary for the period beginning September 8, 2011 and ending immediately following the September 2012 Joint Board meeting. Mary Stover seconded the

motion. All members present voted to elect Brian Hartz as Joint Board Secretary beginning September 8, 2011 and ending immediately following the September 2012 Joint Board meeting.

Action: Rebecca Finni moved to authorize the use of signature stamps or electronic signatures by the Joint Board President, Joint Board Secretary, and the Executive Director for the period beginning September 8, 2011 and ending September 30, 2012. Rebekah Bower seconded the motion. The motion carried.

Action: Vincent O'Brien moved to authorize the Executive Director to make editorial changes to motions for the period beginning September 8, 2011 and ending September 30, 2012. Brian Hartz seconded the motion. The motion carried.

Open Forum

Thomas Caldwell recognized Diane Moore, Executive Assistant, for helping with the continuing education process and other office functions as reflected in Jeffrey Rosa's performance evaluation.

Discussion of Law Changes

The Executive Director informed the Board that he is still looking for a sponsor for the joint board restructuring bill.

Old Business

Citizens Advocacy Center Webinars

The Executive Director had no formal report.

New Business

Occupational Therapy Section Report

Mary Stover presented the Occupational Therapy Section report. Ms. Stover reported that the Section finalized the jurisprudence examination. Ms. Stover also reported the Section is in the process of updating the escrow status. The Occupational Therapy Section held a retreat in June and updated the Section's strategic plan and disciplinary guidelines. Ms. Stover reported that the Section presented at the OT/PT School Based Institute. Ms. Stover reported that she, along with Mary Kay Eastman and Jeffrey Rosa, drafted a position paper on caseloads for school-based occupational and physical therapy practitioners. Ms. Stover further reported that the Section is looking at supervisory rules and ratios.

Physical Therapy Section Report

Sam Coppoletti presented the Physical Therapy Section report. Mr. Coppoletti reported that the Section updated its standard responses and frequently asked questions. Mr. Coppoletti also reported that the Section will participate in a joint Continuing Competence Taskforce with OPTA. The Section is also dealing with issues related dry needling and concussion management. Mr. Coppoletti further reported that the National Physical Therapy Examination (NPTE) for physical therapists moved to fixed date testing and the NPTE for physical therapist assistants will move to fixed date testing in 2012.

Athletic Trainers Section Report

Rebekah Bower presented the Athletic Trainers Section report. Ms. Bower reported that the Section held a retreat in July and updated the Section's strategic plan. The Section is exploring the requirements for athletic trainers returning to practice and for foreign educated applicants. Ms. Bower reported that the Section finalized updates to its jurisprudence examination. Ms. Bower further reported that the Section is working on creating presentations for specific audiences such as students, consumers, and licensees working in various practice settings.

Customer Satisfaction Survey Results

The Board reviewed the customer satisfaction survey results. The Executive Director informed the Section that he reviews the survey responses every couple of days. The Executive Director informed the Board that the survey does not allow for individuals to leave any contact information so that the Board can follow up on specific concerns. The Executive Director is working with the staff on alternative ways to communicate with customers. The Executive Director informed the Board that the overall customer satisfaction meets the goal of 4.3.

Board Sponsored CE Sessions

The Executive Director reported that the Board sponsored a continuing education session held on August 29, 2011 at Riverside Methodist Hospital in Columbus. The Executive Director thanked Jean Halpin for her help with organizing this event with OhioHealth.

2012 Meeting Calendar Review

The Executive Director requested that the January Physical Therapy Section meeting be moved to January 19, 2012. There were no other concerns from the Board regarding the proposed 2012 calendar meeting dates.

2011 Annual Report

The Executive Director will update the annual report to reflect the changes recommended by the Board. The Executive Director will post the 2011 Annual Report on the Board website in approximately one week.

Enforcement Record's Retention Schedule Update

The Board reviewed the draft records retention schedule for the enforcement records.

Policy Review Manual

The Executive Director gave an overview of the proposed changes to the policy review manual. Mary Stover suggested that the President-Elect be added to the Board Officer's Police. The President-Elect resides in the absence of the President. All the members of the Board were in agreement with this change and informally ratified the entire policy manual. The Executive Director will update the policy to reflect the suggested changes and will email the Policy and Procedures Manual to all members of the Board.

Items for the Next Meeting

- Section Reports
- Update on Joint Board Bill
- Customer Satisfaction Survey
- Legislative Changes
- Executive Director Evaluation

Next Meeting

The next Joint Board meeting is scheduled for Thursday, March 8, 2012 at 10:00 a.m.

Action: Brian Hertz moved that the meeting be adjourned. Jean Halpin seconded the motion. The motion carried. The meeting adjourned at 11:08 a.m.

Respectfully submitted,
Diane Moore

Thomas Caldwell, PT, President
Ohio Occupational Therapy, Physical Therapy,
and Athletic Trainers Board

Raymond Bilecky, PT, Secretary
Ohio Occupational Therapy, Physical Therapy,
and Athletic Trainers Board

Jeffrey M. Rosa, Executive Director
Ohio Occupational Therapy, Physical Therapy,
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RB:jmr:dm