

**GEORGIA STATE BOARD OF OCCUPATIONAL THERAPY**  
**Teleconference Meeting Minutes**  
**Professional Licensing Boards**  
**237 Coliseum Drive, Macon, GA**  
**February 26, 2015 - 12:30p.m**

The Georgia State Board of Occupational Therapy met on Thursday, February 26, 2015 via teleconference. The following members were present:

**Board Members Present**

Donna Domyslawski, OTR/L, Chair  
Rachele Branson, OTR/L, Vice Chair  
Melissa Thurlow, OTR/L  
Robert Cooper, OTR/L  
Mary Lou Austin, OTR/L

**Administrative Staff Present**

Tamara Elliott, Board Support Specialist  
Kathy Osier, Licensing Supervisor

**Attorney General's Office**

Janet Jackson, Assistant Attorney General

**Visitors Present**

No Visitors Present

**OPEN SESSION**

**Call to Order** Ms. Domyslawski established that a quorum of the Board was present and called the meeting to order at 12:34 pm.

**Agenda** Mr. Cooper motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to accept the agenda as presented.

**Open Session Board Minutes**

**1. November 14, 2014 Teleconference Minutes**

Ms. Thurlow motioned, Mr. Cooper seconded and the Board voted unanimously in favor of the motion to accept the November 14, 2014 open session teleconference minutes as amended.

**2. February 13, 2015 Committee Minutes**

Ms. Thurlow motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to accept the February 13, 2015 open session committee minutes as amended.

**Ratification Lists November 11, 2014 – February 11, 2015 and between Board Meetings**

Ms. Thurlow motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to approve the list of licenses issued from November 11, 2014 – February 11, 2015, licenses issued by reinstatement, the Physical Agent Modalities certifications and limited permits issued between Board meetings.

**Discussion – NBCOT New Continued Competency Tools in OT**

Ms. Thurlow motioned, Mr. Cooper seconded and the Board voted unanimously in favor of the motion to accept the correspondence in reference to NBCOT New Continued Competency Tools in OT as information.

**Discussion – NBCOT Request to Serve as Reporting Agent**

Mr. Cooper motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to send a letter responding with “Yes” to confirm interest regarding NBCOT Request to Serve as Reporting Agent as information.

**Discussion – Board Rule 671-6-.02 and 671-3-.08**

Mr. Cooper motioned, Ms. Austin seconded and the Board voted unanimously in favor of the motion to accept Board Rule 671-6-.02 and 671-3-.08 update as information

**Board Elections**

1. President – Rachele Branson

Ms. Austin motioned, Ms. Thurlow seconded and the Board voted unanimously in favor of the motion to accept Ms. Branson as the Board's President.

2. Vice President – Melissa Thurlow Ms. Austin motioned, Mr. Cooper seconded and the Board voted unanimously in favor of the motion to accept Ms. Thurlow as the Board’s Vice President.
3. Cognizant - Melissa Thurlow Ms. Austin motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to accept Ms. Thurlow as the Board’s Cognizant.

**Board Chair’s Report**

Mr. Cooper motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to adopt the following policy as presented.

**Proposed Policy for Initial Licensure of International Applicants**

In order to meet the Georgia requirements for initial licensure, an international applicant for initial licensure by the Board must be physically and lawfully present in the U.S. under federal immigration law and O.C.G.A. § 50-36-1(f)(1).

Lawful presence in the U.S. must be documented by submitting an identification document listed as a secure and verifiable document on the list maintained by the Office of the Georgia Attorney General under O.C.G.A. § 50-36-1 with an affidavit that complies with the provisions of federal immigration law and O.C.G.A. § 50-36-1(f)(1)(B). Both must be submitted to the Board to complete the licensure application.

The international applicant must meet all requirements for initial licensure for occupational therapy in Georgia prior to issuance of a license.

The Board requires those international applicants to have successfully passed the NBCOT certification process for foreign trained occupational therapy practitioners.

**Executive Director’s Report**

Executive Director’s report presented the Board with statistical data relevant to the processing of applications, renewals and complaints/compliance. Ms. Price presented the Board with an update on the North Carolina Board of Dental Examiners vs. Federal Trade Commission which is currently being heard before the Supreme Court, pre-filed bills in the Georgia General Assembly and reminded the Board Members of the annual filing requirements with the Georgia Government Transparency and Campaign Finance Commission. The Board accepted the report as presented.

**Executive Session Board Minutes**

1. November 14, 2014 Teleconference Executive Minutes Mr. Cooper motioned, Ms. Thurlow seconded and the Board voted unanimously in favor of the motion to accept the November 14, 2014 executive session teleconference minutes as amended.
2. February 13, 2015 Committee Executive Minutes Mr. Cooper motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to accept the February 13, 2015 executive session committee minutes as amended.

**Applications**

1. L.R. Mr. Cooper motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to require a 320 hour traineeship under a limited permit.
2. L.D.C.B. Ms. Branson motioned, Mr. Cooper seconded and the Board voted unanimously in favor of the motion to approve of licensure upon receipt of documentation regarding citizenship as required in O.C.G.A. §50-36-1(f)(1) and O.C.G.A. §50-36-2.
3. A.D. Ms. Branson motioned, Ms. Austin seconded and the Board voted unanimously in favor of the motion to approve for licensure.
4. E.M. Ms. Austin motioned, Mr. Cooper seconded and the Board voted unanimously in favor of the motion to accept upon receipt the public consent agreement for licensure with a fine of \$100.00 for failure to disclose a failure of the national exam on state application.
5. S.M. Mr. Cooper motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to accept upon receipt the public consent agreement for licensure with a fine of \$100.00 for failure to disclose a failure of the national exam on state application.
6. M.P. Mr. Cooper motioned, Ms. Austin seconded and the Board voted unanimously in favor of the motion to approve the licensure upon receipt of documentation regarding citizenship as required in O.C.G.A. §50-36-1(f)(1) and O.C.G.A. §50-36-2.

7. E.S.F.S. Mr. Cooper motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to approve the licensure upon receipt of documentation regarding citizenship as required in O.C.G.A. §50-36-1(f)(1) and O.C.G.A. §50-36-2.

**Attorney General's Report** Mr. Cooper motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to accept the Attorney General's Report as presented.

Mr. Cooper motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to accept that the Memoranda of Advice Part 1 and Part 2 from the Attorney General's Office be shared with the Office of the Secretary of State and the Division Director of the Professional Licensing Boards, the Pharmacy Board, the Dental Board, and other GA professional licensing boards upon request from the respective board.

**Cognizant's Report** Mr. Cooper motioned, Ms. Austin seconded and the Board voted unanimously in favor of the motion to accept the Cognizant's Report as presented.

1. OT150007 Uphold the Cognizant's recommendation from June 18, 2014 and closing the complaint file.
2. OT150008 Uphold the Cognizant's recommendation from June 18, 2014 and closing the complaint file.
3. OT150009 Uphold the Cognizant's recommendation from June 18, 2014 and closing the complaint file.
4. OT150016 Uphold the Cognizant's recommendation to issue a Public Consent Agreement for Licensure with a fine of \$100 for falsification of the application.
5. OT150017 Uphold the Cognizant's recommendation to issue a Public Consent Agreement for Licensure with a fine of \$100 for falsification of the application.
6. OT150013 New Case to be discussed upon completion of the investigation.
7. OT150014 New Case to be discussed upon completion of the investigation.
8. OT150015 New Case to be discussed upon completion of the investigation.

**Executive Session Correspondence from Patrick Law Firm on Behalf of Applicants**

Mr. Cooper motioned, Ms. Austin seconded and the Board voted unanimously in favor of the motion to refer the correspondence from Patrick Law Firm on behalf of the applicants to the Executive Director and the Sr. Assistant Attorney General to draft a response letter.

**Miscellaneous**

1. OT080009 Mr. Cooper motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to approve the probation termination request.

Mr. Cooper motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion that all new complaints are to be reviewed by the Cognizant between meetings to determine if the nature of the complaint warrants an investigation and, if so, refer the case to the investigative division as necessary.

**Adjournment** No more business was discussed and the meeting adjourned at 12:57p.m.

**Minutes recorded by:** Tamara Elliott, Board Support Specialist  
**Minutes reviewed and edited by:** Kathy Osier, Licensing Supervisor & Adrienne Price, Executive Director  
**Minutes approved on:** May 15, 2015

**DONNA DOMYSLAWSKI**  
**BOARD CHAIR**

**ADRIENNE PRICE**  
**EXECUTIVE DIRECTOR**