

**GEORGIA STATE BOARD OF OCCUPATIONAL THERAPY**  
**Board Meeting Minutes**  
**Professional Licensing Boards**  
**237 Coliseum Drive, Macon, Georgia**  
**Friday, February 28, 2020 – 9:00 a.m.**

The Georgia State Board of Occupational Therapy met on Friday, February 28, 2020. The following members were present:

**Board Members Present**

Rachele Branson, OTR/L, Chairperson  
Robert McClellan, OTR/L, Vice Chair  
Pamela Reddick-Collins, OTR/L, Board Member  
Marla Marlowe, OTR/L, Board Member

**Administrative Staff Present**

Adrienne Price, Executive Director  
Charlotte Macon, Licensing Supervisor  
Michelle Hornaday, Board Support Specialist

**Board Members Absent**

Rafael Salazar, OTR/L, Board Member  
Mary Louise Austin, Consumer Board Member

**Attorney General's Office**

Betsy Cohen, Assistant Attorney General

**Visitors Present**

No visitors present.

**Call to Order** Ms. Branson established that a quorum of the Board was present and called the meeting to order at 9:24 a.m.

**OPEN SESSION**

Ms. Branson began the meeting with introductions and welcomed the new Board members.

**Board Meeting Agenda**

Mr. McClellan motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion to accept the agenda as presented.

**Open Session Board Minutes**

**1. November 15, 2019 Board Teleconference Minutes**

Mr. McClellan motioned, Ms. Marlowe seconded and the Board voted unanimously in favor of the motion to accept the November 15, 2019 open session Board teleconference minutes as presented.

**Ratification Lists November 8, 2019 – February 21, 2020 Reinstatements and PAMs**

Mr. McClellan motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion to approve the list of licenses issued from November 8, 2019 – February 21, 2020, licenses issued by reinstatement, the Physical Agent Modalities certifications, and limited permits issued between Board meetings.

**Correspondence – New Reports from Georgia Department of Public Health Drug Surveillance Unit (DSU)**

The Board accepts the correspondence in reference to the announcement from the Georgia Department of Public Health, as information.

**Discussion – American Occupational Therapy Association (AOTA)**

- 1. Benchmark Knowledge and Skills Assessment Tool Beta Testing Announcement**
- 2. 2020 AOTA Annual Conference and Expo**

Mr. McClellan motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion to appoint Marla Marlowe as the Board Delegate for the 2020 AOTA Annual Conference and Expo.

3. **NYTimes.com – Administration Offers Plan for Medicaid Block**
4. **Ten Things to Know About the Medicaid Block Grant Guidance**

The Board accepts the correspondence in reference to AOTA as information.

**Discussion – National Board for Certification in Occupational Therapy (NBCOT)**

1. **Request to Present At May 2020 Meeting - Barbara Williams, Associate Director, External & Regulatory Affairs**

Mr. McClellan motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion to notify Ms. Williams that the Board invites representatives of NBCOT to provide a presentation on NBCOT External & Regulatory Affairs during the May 29, 2020 meeting.

2. **New Board Member Orientation & Regulatory Leadership Forum Registrations**

Mr. McClellan motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion for Pamela Riddick-Collins and Marla Marlowe to attend the NBCOT New Board Member Orientation April 3, 2020 in Chicago, IL.

Ms. Reddick-Collins motioned, Ms. Marlowe seconded and the Board voted unanimously in favor of the motion for Adrienne Price, Robert McClellan and Rachele Branson to attend the NBCOT Regulatory Leadership Forum May 12-13, 2020 in Atlanta, GA.

3. **State Regulatory E-newsletter – February 2020**

The Board accepts the correspondence in reference to NBCOT as information.

**Discussion – Board Member Elections**

1. **Rules Committee Member**

Ms. Marlowe motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to elect Pamela Riddick-Collins as a Rules Committee Member with Rachele Branson as an Alternate Rules Committee Member.

2. **Complaints/Disciplinary Cognizant**

Mr. McClellan motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion to elect Marla Marlowe as the Board's Complaint/Disciplinary Cognizant.

3. **Applications Cognizant**

Ms. Marlowe motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion to elect Rachele Branson and Robert McClellan as the Board's Applications Cognizants.

**Discussion – Board Rules**

1. **Rule 671-3-.08a. Renewal of License**
2. **Rule 671-3-.08b. Continuing Education Requirements**
3. **Rule 671-3-.08c. Continuing Education Reporting Requirements**

The Board tabled discussion for Executive Session.

**Board Chair's Report – R. Branson**

Ms. Branson addressed the attendance of Board Member, Rafael Salazar, and stressed the importance of attendance at scheduled meetings.

Mr. McClellan motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion for Ms. Branson to correspond with Mr. Salazar about the Board's concerns regarding his attendance and participation in Board meetings.

### **Executive Director's Report – A. Price**

Executive Director's report presented the Board with statistical data relevant to the processing of applications, the number of licensees, and complaints/compliance matters and the status of renewal applications. In addition, she addressed the following topic with the Board:

- CE Broker Registrations
- Georgia General Assembly
- Annual Ethics Commission Affidavit of Public Officer Filings
- Mandatory Language Change for Websites

Ms. Reddick-Collins motioned, Mr. McClellan seconded and the Board voted unanimously in favor of accepting the Executive Director's Report as presented.

**Mr. McClellan motioned, Ms. Reddick-Collins seconded, and the Board voted to enter into Executive Session in accordance with O.C.G.A. §§ 43-1-2 (k); 43-1-19 (h) and 50-14-2 (1) to deliberate on applications, to receive the Attorney Generals, Enforcement and Cognizant Reports, and to conduct Applicant Interviews. Voting in favor of the motion were those present who included Board Members: Rachele Branson, Robert McClellan, Pamela Reddick-Collins and Marla Marlowe.**

**At the conclusion of Executive Session on Friday, February 28, 2020, Ms. Branson declared the meeting to be "open" pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq. No votes were obtained during Executive Session.**

## **OPEN SESSION**

### **12:00 Investigative Interview OT200007**

Mr. McClellan motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion to reinstate the license.

### **Executive Session Board Minutes**

#### **1. November 15, 2019 Executive Board Teleconference Minutes**

Ms. Reddick-Collins motioned, Mr. McClellan seconded and the Board voted unanimously in favor of the motion to accept the November 15, 2019 executive session Board teleconference minutes as presented.

### **Attorney General's Report – B. Cohen**

Mr. McClellan motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion to accept the Attorney General's Report as presented.

### **Executive Discussion – Board Rules**

- 1. Rule 671-3-.03. Examination**
- 2. Rule 671-3-.04. Passing Score**
- 3. Rule 671-3-.05. Re-examination**
- 4. Rule 671-3-.06. Limited Permit**
- 5. Rule 671-3-.07. Board Action on Applications**

Ms. Marlowe motioned, Ms. Branson seconded and the Board voted unanimously in favor of the motion to refer Rule 671-3-.05. Re-examination and Rule 671-3-.06. Limited Permit back to the Rules Committee for review.

Mr. McClellan motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion to post Rule 671-3-.03. Examination, Rule 671-3-.04. Passing Score, and Rule 671-3-.07. Board Action on Applications as amended in Executive Session for a Public Rules Hearing.

**Miscellaneous Executive Discussion**

**1. Memorandum of Understanding – NBCOT OT Action Exchange**

The Board accepts the correspondence in reference to NBCOT OT Action Exchange as information.

**2. OT190008**

Mr. McClellan motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion to close the case with a Letter of Concern regarding the appearance of impropriety.

**3. OT180025**

Mr. McClellan motioned, Ms. Marlowe seconded and the Board voted unanimously in favor of the motion to refer to the Attorney General’s Office for an OMPE which must be completed within 14 days, or request letter from current treating psychiatrist or addictionologist and release of records from River Edge addressing ability to practice with reasonable skill and safety.

**Cognizant Report – R. Branson**

Mr. McClellan motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session.

- OT190003**      Table pending renewal. If attempts to renew, request additional information at that time.
- OT200002**      Obtain report of current status of treatment/ discharge report and refer to Cognizant to review. If the applicant is assessed as being able to practice with reasonable skill and safety, refer to Attorney General’s Office for a Public Consent Order for License Renewal to include probation for a minimum of five years of documented sobriety with quarterly reports and random drug screens as discussed. If treatment records reflect additional treatment or practice concerns, present the case back to full Board for further review.
- OT200004**      Close the case. Refer complaint to the Georgia Department of Community Health (DCH). Send final closure letter to Complainant with a recommendation to consider submitting their complaint to DCH or the Georgia Office of the Insurance and Safety Fire Commissioner.
- OT200006**      Notify the organization that the Board is concerned with their advertisements related to the scope of practice within the occupational therapy profession and requests that they update their website and promotional materials accordingly and allow Mr. McClellan to refer the matter to AOTA on behalf of Board.
- OT200008**      Renew license with a Letter of Concern regarding alcohol and criminal. Flag for CE audit.

**Applications for Board Review**

**Applicant 2838640**      Ms. Marlowe motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion to refer to Legal Services for a Public Consent Agreement for Reinstatement of Licensure with a fine of \$250 due upon docketing and submission of

proof of completion of 12 Hours of hands-on CE in accordance with BR 671-3-.09 within 90 days of order docket date.

**Applicant 2841720** Ms. Reddick-Collins motioned, Mr. McClellan seconded and the Board voted unanimously in favor of the motion to require applicant to complete a 320-hour supervised clinical traineeship with a 90-day limited permit, and upon completion present the file back to the full Board for review.

**Applicant 2839698** Mr. McClellan motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion to refer to Legal Services for a Public Consent Agreement for Reinstatement of Licensure with a fine of \$850 for unlicensed practice from February 4, 2019 – November 12, 2019 and false attestation on application. \$250 due upon docketing and then remaining balance to be paid in installments of \$100/month until paid in full.

**Applicant 2844164** Mr. McClellan motioned, Ms. Reddick-Collins seconded and the Board voted unanimously in favor of the motion to schedule an Applicant Interview.

**Applicant 2845736** Ms. Marlowe motioned, Mr. McClellan seconded and the Board voted unanimously in favor of the motion to require applicant complete a 320-hour supervised clinical traineeship with a 90-day limited permit, and upon completion present the file back to the full Board for review.

**Adjournment** No further business was discussed and the meeting adjourned at 2:36 p.m.

**Minutes recorded by:** Michelle Hornaday, Board Support Specialist  
**Minutes reviewed and edited by:** Charlotte Mason, Licensing Supervisor & Adrienne Price, Executive Director  
**Minutes approved on:** March 19, 2020

**RACHELE BRANSON**  
**BOARD CHAIR**

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