

West Virginia Board of Occupational Therapy

3041 University Ave. 2nd Floor, Suite 6 Morgantown, WV 26505

www.wvbot.org

2010 RENEWAL NEWSLETTER

October 2009



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License renewal time is here!

It is now time to renew your licensure to continue practicing Occupational Therapy in WV. Enclosed you will find the renewal application and information related to continuing competency requirements.

Licensure renewal will be a little different this year, as we begin the transition to biennial renewal. Please read the instructions at the top of your renewal application carefully, as you will be renewing for either one or two years, depending on the year of initial licensure. Your renewal application indicates which of these two categories you are in.

This year, licensure renewal still requires 12 hours of education and continuing competency activities. This requirement applies only to licensees who have been under the status of permanent licensure for the entire 2009 calendar year. As we transition to biennial renewal, continuing competency requirements will increase to 24 hours over the two year period. Please keep this in mind for future record keeping purposes. The enclosed summary of the broad variety of activities you may claim is included to aid in the completion of your renewal application. Please note that there is a maximum allowable credit for some activities. This is intended to encourage a varied competency experience. An excess of 6 hours may be carried into the next renewal period if

you have surpassed the annual 12 hour requirement for the current year.

Unless you are further instructed to do so, please do not send copies of continuing education documents with your renewal application. The Board conducts a random audit of these annually. If you have been selected to participate in this audit, this packet will contain further instructions.

New Photo Required...

Please note that a new photo is required this year on the front page of your renewal application. ***Applications received without a photo will be considered incomplete and returned to the licensee.***

Renewal fees...

In order to adjust renewal fees to accommodate the transition to biennial renewal, the Board submitted an emergency legislative rule to the Secretary of State to establish a one-year and a two-year renewal fee. The appropriate fee is indicated in the instructions at the top of your renewal application. The late fee for applications postmarked after December 31, 2009 has not changed.

Your renewal application and associated fee must be returned to the Board office prior to the issuance of new license cards. *You may not practice Occupational Therapy in WV after December 31, 2009 without the actual license cards in your possession.* To assure receiving your new license cards prior to January 1, 2010, submit your properly completed renewal application no later than December 1, 2009. The Board recommends that you make copies of your renewal application before mailing it. Renewal application must be postmarked by December 31, 2009 to avoid late fee.

Delinquent application and late fee payment submission does not constitute an extension of the licensure privilege beyond December 31, 2009.

Legislative Rule update...

The Board would like to thank those who sent comments regarding the proposed legislative rules during the comment period. As a result of this valuable input, the rules were modified prior to submission to the Secretary of State and Legislative Rule Making and Review Committee (LRMRC) in July. These rules will now go through a review process by the LRMRC and be presented to a Legislative sub-committee during interim meetings this fall, in preparation for introduction in the 2010 Legislative Session.

Title 13, Series 2, Procedural Rule for Disciplinary, Complaint and Contested Case Hearing Procedures has been updated and becomes effective November 1, 2009. The new rule will be available for viewing at www.wvbot.org upon the effective date.

The following Position Statements of the WV Board of Occupational Therapy have been updated to reflect the new Practice Act, and can be viewed at www.wvbot.org:

- ❖ *School Based Practice Frequently Asked Questions*
- ❖ *Licensure of Occupational Therapy Educators/University Faculty Positions*

Disciplinary Actions

Investigations into complaints continue to be conducted as necessary to assure compliance to licensure laws and to protect the public. There have been no new disciplinary actions taken by the Board.

**LEGISLATIVE RULES, (§13-1-12.), OF THE WEST VIRGINIA
BOARD OF OCCUPATIONAL THERAPY CONTINUING
COMPETENCY ACTIVITIES FOR RENEWAL OF WV LICENSE.**

Requirement: 12 contact hours per renewal period through participation in:

<u>Activity</u>	<u>Page#</u>	<u>Rule #</u>	<u>Maximum Allowed</u>
Workshop, Seminar, Conference	8	12.7.c.3	No maximum
University Courses, College Courses	9	12.7.c.4	No maximum
Vo. Tech Adult Education Courses	9	12.7.c.4	No maximum
Education Telecommunication Courses	9	12.7.C.5	No maximum
Videotaped Presentation of Courses, Seminars, Workshops, or Conferences	9	12.7.c.6	No maximum
In-service Training	9	12.7.c.7	No maximum
Presentations of OT Education Programs, Workshops, Seminars, In-services, Conferences or Guest Lectures	9	12.7.c.8	No maximum for presenting, but maximum of 3 continuing competency credits allowed for reviewing presentations.
Publications and other media	9	12.7.C.9	Maximum of <u>10</u> hours for authorship/editorship; Maximum of <u>3</u> hours for authorship of an article, book review or abstract in a weekly periodical or professional newsletter. Maximum of <u>6</u> hours for development of other media, such as video, slides, etc. for public and professional viewing.
Research Projects	10	12.7.c.10	6 hours/project
Quality Assurance Studies/Publisher	10	12.7.c.11	4 hours/study
Paper and Proposals for Conference presentation	10	12.7.c.12	2 hours/paper
Formal Self-Study	10	12.7.c.13	the full contact hour that is awarded by provider
Informal Self-Study	10	12.7.c.14	3 hours
Clinical Student Instruction	11	12.7.c.15	1 hour/level 1 student (Max. of 3 students) 4 hours/level 2 student (Max. of 2 students)

For more detailed information please consult the Legislative Rules of the Board of Occupational Therapy (§13-1-12.).

--A contact hour is defined as 1 hour spent in a continuing education activity. It excludes breaks, receptions, meals, social events, etc.

--6 **excess** contact hours may carry over from one consecutive licensure year to the next immediate calendar year.

--Licensees must obtain a certificate of completion or other record of providers of continuing education providers stating the:

Date of completion
Title and location of the course
Name of participant and provider
Number of hours for the course
Signature of provider

Core job specific, job related requirements of your chosen industry of occupational therapy DO NOT count toward continuing competency requirements for licensure renewal. Examples will include CPR, First Aid Training, Documentation In-services, Training in the implementation of coding, billing, payment systems, Facility or organization specific accreditation requirements, etc. These types of activities do not meet the intent of the continuing competency requirements related to contributing to the development of the professional and updating competency in Occupational Therapy Theory and Practice.

Continuing competency audits may be performed by WVBOT members or the Board's certified complaint investigator.