



# STATE OF NEVADA BOARD OF OCCUPATIONAL THERAPY

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## ***FILING A COMPLAINT?***

***Filing a Complaint*** is the first step in notifying the Board of an alleged illegal or unethical activity related to the practice of Occupational Therapy.

A Complaint may be filed against an occupational therapist, occupational therapy assistant or other individual, agency or organization for violation of NRS 640A and/or NAC 640A, the occupational therapy law and regulations. An unlicensed person providing services or participating in activities requiring a license should be reported.

**Who should file a complaint**—Any person may file a complaint. They do not have to be an Occupational Therapy professional or client. The Board may initiate a Complaint against an unlicensed person or licensed practitioner.

**How is a complaint filed**—All complaints must be submitted in writing and must be signed. A Complaint form is provided by the Board which meets the requirements to initiate a review.

**How are complaints processed**—The Executive Director, in consultation with legal counsel, will respond to each complaint. Where allegations, if substantiated, would warrant disciplinary action, a formal investigation would begin. Complaints may be handled by referral to a more appropriate agency or organization.

**Formal Investigation.**—During a formal investigation, both the complainant and the subject of the complaint will be notified. Other individuals identified in the complaint may also be interviewed. Details of the investigation remain confidential between the parties involved and the Board.

**Formal Public Hearing**—If the investigation determines a potential violation may have occurred, a formal public Hearing may be held. All disciplinary actions taken as a result of a Hearing become public information.

**Board Actions**—The Board may suspend, revoke or refuse to issue or renew a license or may impose conditions upon the use of that license if the person is determined guilty of unprofessional conduct. If the complaint results in disciplinary action, the Board may recover reasonable attorney's fees and costs relating to the disciplinary proceeding.

A person found practicing without a current license is guilty of a misdemeanor.  
NRS 640A.230