



STATE OF NEVADA BOARD OF OCCUPATIONAL THERAPY

P.O. Box 34779 Reno, Nevada 89533-4779 / Phone: 775-746-4101 / Toll Free: 800-431-2659

Fax: 775-746-4105 / Website: www.nvot.org

Spring / Summer 2009

Inside this issue:

Your Board at Work!

Welcome to Our New Board Member!

Governor Gibbons has appointed Ronald A. Tulak, COTA/L of Henderson, Nevada, to the Board of Occupational Therapy!

Ron has been practicing in the Las Vegas area for over 16 years and is currently employed in the rehabilitation department at Healthsouth in Henderson. Ron brings a varied scope of professional experiences to the Board, including practice experience in home health, skilled nursing facilities, and hospitals.

NEW On-Line Services for Practitioners!

Update Your Records
On-Line!

- Renew Your Occupational Therapy License!
- Report and Change Your Employment
- Report and Change Your Address and Contact Information
- Verify, Report and Change Supervisory Information

Look for your **Access Code** provided with your License Renewal Packet!

Keep it safe for quick access year round!

Informational Brochures and Practice Resources Now Available On-Line!

Monitoring and Compliance Reviews

In January, 2009, the Board completed the first round of monitoring for compliance with employment and supervision of new COTA and Provisional licensees. Additional monitoring efforts will include audits of continuing education for licensees renewing their licenses through the new On-Line Renewal site.

Licensure Statistics

December 31, 2008

Licenses	OTR	COTA	Total
Active Licenses	502	145	647
Inactive Licenses	13	3	16
Temporary Licenses	2	1	3
Provisional Licenses	2	2	4
Total Licensees	519	151	670

Board Sponsored Seminars 2

Practice Issues Supervisory Documentation 2

Supervisory Logs Whose Responsibility Is It? 2

License Renewal 3

Verify CE Hours 3

Documentation Requirements 3

Board Contact Mission Statement 4

Important Contacts 4

Board Members

Elizabeth Straughan, OTR/L

David Tanabe, OTR/L

Penny Fairbanks, OTR/L

Ronda Moore, Public

Ronald Tulak, COTA/L

Staff

Loretta L. Ponton,

Executive Director

Henna Rasul, DAG



Board Sponsored Seminars

Presenter: Janet Delaney, Chair, AOTA Commission on Practice

Seminars Coming
September 2009

Locations & Dates
TBD

Check our Website
For Updates

Session I
Occupational Therapy Practice
Framework:
“Moving Toward the Centennial
Vision”

Session II
Ensuring Quality Occupation Therapy
Services:
“The Supervision Process”

Don't Miss this Exciting Opportunity!—No Charge for Licensed Practitioners!

Practice Issues — Supervisory Documentation Guidelines

Supervising Occupational Therapists shall:

- Document by completion of a Verification of Employment and Supervision form, the start date and termination date of their supervision for each OTA or Provisional Licensee supervised.

Occupational Therapy Assistant or Provisional Licensee shall:

- Document by submittal of a completed Verification of Employment and Supervision form, the assigned Supervising OT(s) with start date for each employment location.

You May Now Report Through the On-Line Supervisory Maintenance Site

- COTA and Provisional Licensees may complete and report changes in their Supervision.
- **Supervising OTR's must approve the Changes reported On Line within 30 days to become effective.**
- Supervising OTR's may also Add or Report Termination of Supervision On-Line at any time!.

Verification of Employment and Supervision Forms **are not** required when reporting through the on-line system.

• Supervisory Logs—Whose Responsibility Is It?



“Skills for the Job of Living”

Supervising Occupational Therapists Jointly with an OTA shall:

- Maintain a Supervisory Log documenting the date, time, type of supervision and what was discussed.

Occupational Therapy Assistant or Provisional Licensee shall:

- Provide a copy of the Supervisory Log(s) to the Board upon request..

The maintenance of the Supervisory Logs is a JOINT responsibility. However, when monitoring compliance with maintenance of the supervisory log, the Board will request that the **COTA** or Provisional Licensee **provide a copy of the supervisory log.**



• License Renewal Time is Here!

All license renewal applications must be **RECEIVED** by **May 31st** to be timely submitted. Applications received after May 31st and before July 1st will be assessed an additional \$125.00 Late Renewal Fee. Renewal applications will not be accepted after June 30th, the expiration date of your license.

You may not practice in Nevada without a current license.

*License Renewal
Due by May 31st
RENEW YOUR LICENSE
ON-LINE*

www.nvot.org

**Save Your Access
Code!**



Verify Your CE Carry Over Hours !

Before calling the Board office, check the Board Website to verify how many hours you have on record towards your required continuing education.

It's quick, convenient, and it's available year round to help you plan your Continuing Competency activities.

Documentation Requirements:

On-Line Renewals: You are not required to submit any additional documentation. Retain your continuing competency education documentation. A sample audit of continuing education documentation will be conducted for those renewing on-line. Changes to employment and supervision are to be reported when completing your on-line renewal application. Do not send in the hard copy Renewal Application or Verification of Employment and Supervision form(s).

Mail In Renewals: You are required to submit all required documentation including Completed Application for License Renewal, Continuing Competency Education forms and certificates and Verification of Employment and Supervision forms. Renewal licenses will not be issued until all documentation is received and verified.

Payments: You may pay your license renewal fee with a credit card when you renew your license on-line or if submitting a mail-in renewal, through the Click to Pay link on the website. You may also choose to pay by check or money order. Returned checks will be assessed a \$25.00 returned item processing fee and your license will not be renewed until all fees are paid.



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Mission Statement

“To protect the public health, safety and welfare by ensuring that only competent occupational therapy practitioners are licensed in the state and that those licensed practitioners maintain the highest standards of professional conduct. This includes ensuring the competency of occupational therapy practitioners by requiring continuing education and to provide the public with a means by which they can pursue administrative legal recourse.”

“Skills for the Job of Living”

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Board of Occupational Therapy
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Reno, NV 89533-4779

National Board for Certification in Occupational Therapy

NBCOT 301-990-7979 www.nbcot.org

American Occupational Therapy Association

AOTA 301-652-2862 www.aota.org

Nevada Occupational Therapy Association

NOTA www.nvota.org

Moving? New Job?

Don't forget to update your change of address or change of employment with the Board.

NAC 640A.130

A licensee shall notify the board of any change in his residential or business address within 30 days after the change.

Simply go to our website “www.nvot.org” to update your information immediately on-line!