



Brian Sandoval  
Governor

STATE OF NEVADA  
**BOARD OF OCCUPATIONAL THERAPY**

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Loretta L. Ponton  
Executive Director

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## Notice of Workshop to Solicit Comments on Proposed Regulation

The State of Nevada Board of Occupational Therapy is proposing the addition, amendment and/or repeal of regulations pertaining to Chapter 640A of the Nevada Administrative Code.

A Public workshop to solicit comments from interested persons has been set as follows:

Saturday – **November 7, 2015 at 11:00 a.m.**  
Alexis Park  
Executive Boardroom  
375 East Harmon  
Las Vegas, Nevada 89169

The purpose of the workshop is to solicit comments from interested persons on the proposed regulations. The proposed regulation revises provisions concerning the continuing education required to be completed by a person licensed by the Board as an occupational therapist or occupational therapy assistant; and providing other matters properly relating thereto.

A copy of the proposed regulations may be obtained at the workshop or by contacting the Board of Occupational Therapy, P.O. Box 34779, Reno, Nevada 89533-4779. Copies of the proposed regulations are available for viewing or printing on the Board's website [www.nvot.org](http://www.nvot.org). Written comments will be accepted in hard copy or by email addressed to [board@nvot.org](mailto:board@nvot.org).

All licensees and interested parties are encouraged to participate in the regulatory review process.

We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements are necessary, please notify Loretta Ponton, Executive Director at (775) 746-4101 within 72 hours of meeting date and time.

This **Notice of Workshop to Solicit Comments on Proposed Regulation** has been sent to all licensed occupational therapists and occupational therapy assistants and persons on the agency's mailing list for administrative regulations.

NOTICE OF WORKSHOP

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This **Notice of Workshop to Solicit Comments on Proposed Regulation** has been posted on the Board's website [www.nvot.org](http://www.nvot.org) and at the following locations:

Carson City Library  
900 North Roop Street  
Carson City, NV 8701

Churchill County Library  
553 South Main Street  
Fallon, NV 89406

Las Vegas-Clark County Library District  
Headquarters  
833 Las Vegas Blvd. North  
Las Vegas, NV 89101

Douglas County Public Library  
1625 Library Lane  
Minden, NV 89423

Elko County Library  
720 Court Street  
Elko, NV 89801

Esmeralda County Library  
Corner of Crook & 4<sup>th</sup> Street  
PO Box 430  
Goldfield, NV 89013

Eureka County Library  
10190 Monroe Street  
Eureka, NV 89316

Humboldt County Library  
85 East 5<sup>th</sup> Street  
Winnemucca, NV 89445

Battle Mountain Branch Library  
625 South Broad Street  
Battle Mountain, NV 89820

Office of the Attorney General  
Grant Sawyer State Office Building  
555 E. Washington Ave #3900  
Las Vegas, NV 89101

Lincoln County Library  
63 Main Street  
Pioche, NV 89043

Lyon County Library System  
20 Nevin Way  
Yerington, NV 89447

Mineral County Public Library  
PO Box 1390  
Hawthorne, NV 89415

Pershing County Library  
1125 Central Avenue  
Lovelock, NV 89419

Storey County Treasurer & Clerks Office  
Drawer D  
Virginia City, NV 89440

Tonopah Public Library  
PO Box 449  
Tonopah, NV 89049

Washoe County Library System  
301 South Center Street  
Reno, Nevada 89049

White Pine County Library  
950 Campton Street  
Ely, NV 89301

Office of the Attorney General  
200 North Carson Street  
Carson City, NV 8701

State of Nevada  
Board of Occupational Therapy  
6160 Mae Anne Ave., Suite 3  
Reno, Nevada 89523

Dated: October 19, 2015

**NRS 640A Occupational Therapy  
CONTINUING EDUCATION REGULATION REVISIONS**

**NAC 640A.070 Continuing education: Generally.**

1. Except as otherwise provided in subsection 4 and NAC 640A.101, a person with an active license shall complete, to the satisfaction of the Board, at least ~~[+10]~~ *12* hours of continuing education per year.

2. If the licensee obtains more than ~~[+10]~~ *12* hours of continuing education in a year, he or she may request that the Board carry over a maximum of 10 hours to apply towards completion of his or her requirement for continuing education for the following ~~[year]~~ *renewal period*.

3. A person may receive credit for *fieldwork supervision or* ~~[the same]~~ continuing education ~~[activity]~~ *course* only once during two successive renewal periods.

4. A person who obtains an active license within 12 months of graduation from an educational program which is accredited by an agency approved by the Board and which includes a fieldwork program is not required to obtain any hours of continuing education in order to renew the license for the first time.

5. ~~[Proof of]~~ *A listing of courses completed to meet* ~~[the completion of]~~ the requirements for continuing education, including, without limitation, a completed form to be provided by the Board, must be submitted at ~~[least 30 days before the expiration of an active license.]~~ *the time of submittal of the license renewal application*.

*6. The Board will conduct random audits of licensees' continuing education to ensure compliance with the requirements of this section.*

**NAC 640A.080 Continuing education: Requests for approval of credit for certain activities.**

1. The Board will consider the written request of a licensee that it approve credit for any continuing education that is not specified in NAC 640A.090 if the request is submitted to the Board by the applicable date that ~~[proof of the completion of the requirements for]~~ continuing education is due.

2. If a written request pursuant to subsection 1 is not granted, the Board may grant extra time for the licensee to fulfill any required continuing education that has not been completed.

**NAC 640A.090 Continuing education: Subject matter; qualifying activities.**

1. The subject matter for continuing education activities includes, without limitation:
  - (a) Research relating to occupational therapy;
  - (b) Theoretical or practical courses relating to the practice of occupational therapy;
  - (c) The development, administration, supervision or teaching of the clinical practice of occupational therapy; and
  - (d) service delivery programs performed by an occupational therapist or occupational therapy assistant.
2. Activities that qualify as continuing education include, without limitation:
  - (a) Attendance and participation at a live presentation:
    - (1) Which includes, without limitation, a workshop, seminar, conference or in-service educational program; and
    - (2) Which is afterwards followed by the submission of a certificate of completion or other similar document and a completed form to be provided by the Board, which will include, without limitation, a narrative statement that describes how the activity broadens the person's knowledge of occupational therapy or relates to current or anticipated roles and responsibilities of the person in the practice of occupational therapy;
  - (b) Participation in a course of self-study that requires a formal assessment of learning:
    - (1) Which includes, without limitation, self-study through an electronic or Internet-based course, a self-paced clinical course or any other formalized self-administered course; and
    - (2) Which is afterwards followed by the submission of a certificate of completion or other similar document and a completed form to be provided by the Board, which will include, without limitation, a narrative statement that describes how the activity broadens the person's knowledge of occupational therapy or relates to current or anticipated roles and responsibilities of the person in the practice of occupational therapy;
  - (c) Enrollment in an academic course:
    - (1) Which includes, without limitation, an on-site or distance learning course; and
    - (2) Which is afterwards followed by the submission of a copy of a transcript indicating successful completion of the course and a completed form to be provided by the Board, which will include, without limitation, a narrative statement that describes how the

activity broadens the person's knowledge of occupational therapy or relates to current or anticipated roles and responsibilities of the person in the practice of occupational therapy;

~~[(d) Participation in a mentorship agreement:~~

~~(1) Which requires participation as a mentor or mentee, as proven by a signed, formalized agreement that outlines specific goals and activities that must relate to the development of new occupational therapy skills not required for a current employment position; and~~

~~(2) Which is afterwards followed by the submission of a copy of the signed agreement and a completed form to be provided by the Board, which will include, without limitation, the dates and hours of activities and a description of the results of the mentorship;]~~

(e) Supervision of fieldwork:

(1) Which includes, without limitation, acting as a primary clinical fieldwork educator for level I fieldwork or level II fieldwork for occupational therapist or occupational therapy assistant students;

(2) Which is afterwards followed by the submission of a completed form to be provided by the Board and a document from the sponsoring educational program indicating the names of the students supervised, the name of the sponsoring educational program and the dates of the fieldwork; and

(3) Which may result in, for the year in which the fieldwork ends:

(I) A maximum of 2 hours of continuing education for level I fieldwork supervision; or

(II) A maximum of ~~[1]~~ 12 hours of continuing education for ~~[each-weeks of]~~ level II fieldwork supervision;

(f) Writing in a professional capacity:

(1) Which results in the publication of a peer-reviewed book, chapter of a book, or article regarding occupational therapy;

(2) Which is afterwards followed by the submission of a completed form to be provided by the Board and:

~~(I) Information regarding the publication, including, without limitation, the title, author, editor and date of the publication; or~~

~~(H) If not yet published, a copy of a letter indicating acceptance of the writing for publication by the publisher; and~~

(3) Which may result in *a maximum of 12 hours of continuing education*, for the year the writing is published.

~~(I) Ten hours of continuing education for publication of a book;~~

~~(H) Three hours of continuing education for publication of a chapter of a book; or~~

~~(III) One hour of continuing education for publication of an article;~~

~~(g)~~(f) Teaching an educational *or academic* course *that is outside the normal scope of the licensee's professional employment*:

(1) Which includes, without limitation, an in-person academic course, workshop, seminar, in-service course or electronic or Internet-based course; and

(2) Which is afterwards followed by the submission of a copy of the official program, schedule or syllabus of the course and a completed form to be provided by the Board, which includes, without limitation, the title, dates, hours and objectives of the course, a description of the students enrolled in the course and the signature of an appropriate official of the sponsor of the course;

~~(h)~~(g) Participation in an official meeting of *the board or* a professional organization formed to promote and enhance the practice of occupational therapy:

(1) Which includes, without limitation, an official board or committee meeting of such an organization;

(2) Which is afterwards followed by the submission of a completed form to be provided by the Board and a signed document from the organization that indicates the name of the organization, the purpose of the meeting and a description of the person's role in the organization and at the meeting; and

(3) Which may result in a maximum of ~~[2]~~ 6 hours of continuing education per ~~[meeting]~~ year; and

(i) Achievement of a type of certification, approved by the Board, from an agency approved by the Board:

(1) Which includes, without limitation, engaging in activities that are required for certification in an occupational therapy specialty by an agency approved by the Board;

(2) Which is afterwards followed by the submission of a completed form to be provided by the Board and a document from the agency showing achievement of the certification; and

(3) Which may result in a maximum of 5 hours of continuing education for the year in which the certification is achieved.

3. As used in this section:

(a) “Level I fieldwork” means fieldwork designed to enrich didactic course work through direct observation and participation in selected aspects of the occupational therapy process.

(b) “Level II fieldwork” means in-depth fieldwork in delivering occupational therapy services across a variety of settings.

**NAC 640A.101 Continuing education: Waiver of requirements for extenuating circumstances.**

1. The Board may waive all or part of the requirements for continuing education for a person who holds an active license if the person:

(a) Submits a written request for a waiver; and

(b) Provides evidence satisfactory to the Board of an extenuating circumstance which does not allow the completion of the required continuing education.

2. Examples of an extenuating circumstance include, without limitation, extreme:

(a) Illness or injury;

(b) Financial hardship; or

(c) Family hardship.

3. If a waiver is granted, the unfulfilled requirements for continuing education will be added to the person’s requirements for the following year.

4. If a waiver is not granted, the Board may grant extra time for the person to fulfill any required continuing education that has not been completed.

5. A written request for a waiver must be submitted by the applicable date on which [proof of] completion of the required continuing education is due.