

ECPTOTE to Initiate Email Project

To enhance communication with applicants, licensees, registered facility owners, and other interested stakeholders, the Executive Council of Physical Therapy and Occupational Therapy Examiners (ECPTOTE) has implemented a program to mass email notices and documents.

Typical items that will be emailed once the program is completely up and running within the next several months will include:

- quarterly board newsletters,
- license/registration renewal notices,
- proposed and adopted changes to the rules,
- and other items of interest to the regulated population.

The license and registration renewal email notices will not replace the postcard renewal reminders that are currently being mailed, but will be an additional courtesy reminder to timely renew.

How can you help make the email program a success? Make sure that the Texas Board of Occupational Therapy Examiners or Texas Board of Physical Therapy Examiners has your current email address on file.

*Both the OT Board and PT Board have already sent out at least one mass email. If you **have not received** an email (and have already checked your junk/spam folders), please review the steps below to ensure your correct email address is on file.*

If you have already received a mass email, it means the board from which you received it already has your email address. Do not update your email address unless you need to change it.

Occupational Therapy or Physical Therapy Applicants or Licensees:

Changes to your contact information can be made by following the link below.

http://www.ptot.texas.gov/forms/public/change_contact_info.

OT or PT Registered Facility Applicants or Owners/Designees:

To update your email address, send an email to info@ptot.texas.gov with your email address and name, title/designation, and facility name(s) and registration number(s).

NOT an applicant or licensee of either Board or registered facility applicant or owner/designee:

- [Click this link](#) to provide the OT Board with your email address for mass emailing campaigns.
- [Click this link](#) to provide the PT Board with your email address for mass emailing campaigns.

To ensure you receive email notices:

- add emailOT@ptot.texas.gov (for OT Board mass emails) or emailPT@ptot.texas.gov (for PT Board mass emails) to your “safe” email addresses, and
- check your Junk/Spam folders for emails.