

Texas Board of Occupational Therapy Examiners
EDUCATION COMMITTEE MEETING MINUTES
May 7, 2015
333 Guadalupe, Suite #2-510
Austin, TX 78701
3:00 PM

Committee Members Present: Todd Novosad, OTR, Committee Chair
Jennifer B. Clark, COTA
DeLana Honaker, OTR, PhD, FAOTA
Pamela D. Nelon, Public Member

Staff: John Maline, Executive Director
Cynthia Machado, Licensing Manager
Lea Weiss, OT Coordinator

1. Call to Order

The meeting was called to order at 3:33 PM by Todd Novosad, Committee Chair. He called the roll and determined that a quorum existed.

2. Public comment

There was no public comment.

3. Approval of Minutes of February 5, 2015

Motion: To adopt the minutes as written

Made by: DeLana Honaker

Second by: Pamela D. Nelon

Motion passed.

4. Discussion and possible action on proposing rule amendments to Chapter 367 to include the continuing education approval process; continuing education documentation; the CE audit; and other continuing education issues

The Committee discussed the continuing education approval process documentation submitted by the American Occupational Therapy Association (AOTA) and the Texas Occupational Therapy Association (TOTA) regarding their approved provider programs. The Committee discussed that such was acceptable and that Type 1 and Type 2 continuing education activities approved or offered by AOTA or TOTA as per §367.1(f) met the requirements for pre-approval.

The Committee also discussed recommending language changes to §367.1, Continuing Education, to clarify requirements for continuing education and to add the provision that each continuing education activity may be counted only one time in two renewal cycles or a total of four years. The Committee also discussed changes to §367.3, Continuing Education Audit, to clarify requirements for the audit and for continuing education documentation. The Committee discussed language that adds that the name of the authorized signer must be included on the continuing education documentation and that when continuing education units (CEUs), professional development units (PDUs), or other units or credits are listed on the documentation, such must be accompanied by documentation from the continuing education provider noting the equivalence of the units or credits in terms of contact hours. The Committee discussed additional issues related to continuing education.

Motion: To recommend changes to §367.1, Continuing Education; and §367.3, Continuing Education Audit, as discussed

Made by: DeLana Honaker

1 **Second by: Pamela D. Nelon**

2 **Motion passed.**

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4 **5. Discussion and possible action on §367.2, Categories of Education**

5 There was no discussion on this item.

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7 **6. Discussion and possible action on future meeting dates and agenda items**

8 The Committee discussed meeting August 14, 2015 prior to the TBOTE Board meeting.

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10 **7. Adjournment**

11 The Committee adjourned at 4:26 PM.

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13 **Minutes adopted on: August 14, 2015**

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