

DIVISION OF HEALTH SERVICES REGULATION

Board of Occupational Therapy

3 CAPITOL HILL
CONFERENCE ROOM 104
PROVIDENCE RI 02908

January 21, 2015 at 3:00 pm

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

Janet Rivard Michaud

Kim Gilbert

William Buonanno, MD

BOARD MEMBERS NOT IN ATTENDANCE

Eugene Leco

STAFF MEMBERS IN ATTENDANCE

Mike Simoli

OTHERS IN ATTENDANCE

None

1. Establishment of a quorum

A meeting of the Board of Occupational Therapy was held on Wednesday, January 21, 2015, at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI, 02908. A quorum was established and the Open Session meeting was called to order at 3:00 pm on a motion by Kim Gilbert and seconded by Janet Rivard Michaud and William Buonanno, MD. Motion carried.

2. Presentation of the December 10, 2014, Open Session Meeting Minutes

Motion was made by Kim Gilbert and seconded by Janet Rivard Michaud and William Buonanno, MD, to accept the Open Session minutes and Closed Session minutes of the December 10, 2014, meeting. The board voted unanimously to approve the Open Session minutes as presented. Motion carried.

3. Staffing Changes

Mike Simoli explained that Linda Phillips had retired as Board Manager on December 19, 2014. The Department is currently recruiting a replacement. In the interim various staff in the Office of Health Professionals Regulation are handling licensing, board meetings, and complaints.

4. Election of Chairperson for Calendar Year 2015

Motion was made by Janet Rivard Michaud and was seconded by William Buonanno, MD, to nominate Kim Gilbert as the board chairperson. The board unanimously voted Kim Gilbert as the chairperson for Calendar Year 2015. Motion carried.

5. Review of License Application Form

The board reviewed the license application form and unanimously voted to request that the Department of Health make the following formatting and textual changes to the application for clarity on a motion made by Janet Rivard Michaud and seconded by Kim Gilbert and William Buonanno, MD. Motion carried.

- a. Remove the 60-day limit for graduate status by examination as it does not appear in law or regulation.
- b. Separate the license types from the "Obtained by" methods on the front cover.
- c. Add a definition of "Endorsement".
- d. Add a definition of "Graduate Status".
- e. Change "Temporary Status" to "Temporary Permit".

6. Adjourn

A motion was made by William Buonanno, MD, and seconded by Kim Gilbert and Janet Rivard Michaud to adjourn at 4:00pm. The next scheduled meeting of the Board of Occupational Therapy is Wednesday, June 24, 2015, at 3:00 pm at the Rhode Island Department of Health, Room 104, 3 Capitol Hill, Providence, RI 02908. Motion carried.

DRAFT