

# *Annual Report*

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# *Fiscal Year 2021*

## **Board of Massage Therapists**



**Department of Commerce, Community  
and Economic Development**

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**Division of Corporations, Business  
and Professional Licensing**

This annual performance report is presented in accordance with  
Alaska statute AS 08.01.070(10).

Its purpose is to report the accomplishments, activities, and the  
past and present needs of the licensing program.

**Board of Massage Therapists  
FY 2021 Annual Report**

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**Board of Massage Therapists  
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**Identification of the Board**

<b>Board Member</b>	<b>Duty Station</b>	<b>Date Appointed</b>	<b>Term Expires</b>
<b>Dave Edwards-Smith</b> Chair, Licensed Massage Therapist	Soldotna	November 25, 2014	Mar 01, 2022
<b>Traci Gilmour</b> Vice Chair, Licensed Massage Therapist	Juneau	November 25, 2014	Mar 01, 2021
<b>Jill Motz</b> Licensed Massage Therapist	Wasilla	January 23, 2017	Mar 01, 2022
<b>Kristin Tri</b> Licensed Massage Therapist	Eagle River	March 2, 2020	Mar 01, 2024
<b>Julie Endle</b> Public Member	Palmer	January 24, 2019	Mar 01, 2025

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**Identification of Staff**

**Emily Sullivan – Licensing Examiner**

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Division of Corporations, Business and Professional Licensing  
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**Shauna Muraco – Investigator**

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**Marilyn Zimmerman – Paralegal**

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Division of Corporations, Business and Professional Licensing  
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Juneau, Alaska 99811-0806  
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# Board of Massage Therapists FY 2021 Annual Report

## Narrative Statement

The Alaska Board of Massage Therapists licensing program has developed from the status of a new program to an established licensing program. The initial significant regulatory obligations have been satisfactory met. The board can anticipate adjustments to the regulatory framework as the massage professional continues its evolution over time. The board continues to partner with the division of professional licensing to improve efficiency in application processing to reduce program costs and decrease application processing time.

This Board has been a successful team of experts in the massage therapy profession that have serve Alaska in the licensing of safe and competent massage therapists. This board does anticipate the upcoming turnover of its volunteer members as three of the remaining senior board members will have termed out by March of 2022. The board has partnered with the division of professional licensing to discuss board training and transition strategies. The Board wishes to make their knowledgebase and experience as available as possible as the board of massage therapists continues to develop over time.

**The Board of Massage Therapist General Licensing Data:** The Board of Massage Therapists program has a total of 1,235 license with 87 new licenses approved in FY2021. There was a total of 815 licenses renewed for the 2019-2021 renewal period.

**COVID-19 Board Action:** The board worked through the challenges the COVID-19 pandemic in 2020. As the first board to adopt guidance of best practices for health and safety compliance in the massage profession, the board remained dedicated to updating this guidance, as necessary. The board worked to maintain communication with the licensed massage therapists as the pandemic evolved. The board chair attended bi-weekly virtual meetings of boards chairs representing health care boards to discuss the challenges of the COVID-19 pandemic. This information was important for all parties in collaborative work to develop a consensus of understandings as many licensed health care providers work in parallel of each other.

**Massage Establishment Regulations:** Massage establishment regulations were adopted by the office of the governor to finalize the initial regulatory obligations of the board. Regulations included to reflect registration fee as per 12.AAC 396 and investigative fee as per 12 AAC 79.930(b). Currently 7 massage establishments have been registered.

**Distance Education Accreditation:** The board adopted acceptance of two distance accreditation bodies. The Distance Education Accreditation Commission and the 195 Council on Higher Education Accreditation are approved by the board as accrediting bodies for massage therapy distance education programs.

**Continued Education and Parallel Professions:** The board determined that it was important to increase the available of continued education opportunities for licensed massage therapists. This action allows a licensed massage therapist to attend a course relevant to massage therapy that is presented by a health care provider that practices parallel to a massage therapist. It was approved by the board to accept continued education course provided by licensed parallel professions that are within the scope of practice for massage therapy. A written explanation of the applicability to the practice of massage therapy as per 08.61.100 is required upon renewal.

**Vice Chair Election:** Jill Motz was established by the board as the vice-chair of the board of massage therapists.

**FSMTB Membership and Annual Meeting:** Jill Motz attended a virtual FSMTB meeting to represent the board as a delegate to vote on resolutions that impact the by-laws of the FSMTB.

**Board Transition to New Members:** This board does expect a turnover of its volunteer members of three of the remaining senior board members will have termed out by March of 2022. The board is partnering with the division of professional licensing to adopt training, orientation, and mentoring strategies to ease the transition to effectively serving on the board.

**Board of Massage Therapists  
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**Budget Recommendations for FY 2022**

The Budget Recommendations section anticipates the board’s fiscal priorities for the upcoming year. Please complete all parts of this section with details about anticipated meetings, conferences, memberships, supplies, equipment, to other board requests. Meeting expenses that are being funded through third-party reimbursement or direct booking must be identified separately from expenses paid through license fees (receipt-supported services or RSS). Be sure to explain any items listed as “other” so they may be tracked appropriately.

Board Meeting Date	Location	# Board	# Staff
September 9-10, 2021	Anchorage/Video Conference	4	2
<input checked="" type="checkbox"/> Airfare:			\$828.60
<input checked="" type="checkbox"/> Hotel:			\$750.00
<input checked="" type="checkbox"/> Ground:			\$100.00
<input checked="" type="checkbox"/> Other: M & I			\$620.00
<b>Total Estimated Cost:</b>			<b>\$2,298.60</b>

Board Meeting Date	Location	# Board	# Staff
December 2-3, 2021	Anchorage/Video Conference	4	1
<input checked="" type="checkbox"/> Airfare:			\$395.29
<input checked="" type="checkbox"/> Hotel:			\$500.00
<input checked="" type="checkbox"/> Ground:			\$100.00
<input checked="" type="checkbox"/> Other: M & I			\$468.00
<b>Total Estimated Cost:</b>			<b>\$1,463.29</b>

Board Meeting Date	Location	# Board	# Staff
February 17-18, 2022	Juneau/Video Conference	5	0
<input checked="" type="checkbox"/> Airfare:			\$1,926.50
<input checked="" type="checkbox"/> Hotel:			\$1,385.20
<input checked="" type="checkbox"/> Ground:			\$100.00
<input checked="" type="checkbox"/> Other: M & I			\$770.00
<b>Total Estimated Cost:</b>			<b>\$4,181.70</b>

**Board of Massage Therapists  
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**Budget Recommendations for FY 2022 (continued)**

The Budget Recommendations section anticipates the board’s fiscal priorities for the upcoming year. Please complete all parts of this section with details about anticipated meetings, conferences, memberships, supplies, equipment, to other board requests. Meeting expenses that are being funded through third-party reimbursement or direct booking must be identified separately from expenses paid through license fees (receipt-supported services or RSS). Be sure to explain any items listed as “other” so they may be tracked appropriately.

Board Meeting Date	Location	# Board	# Staff
June 16-17, 2022	Video Conference	4	1
<input type="checkbox"/> Airfare:			\$0.00
<input type="checkbox"/> Hotel:			\$0.00
<input type="checkbox"/> Ground:			\$0.00
<input type="checkbox"/> Other:			\$0.00
<b>Total Estimated Cost:</b>			<b>\$0.00</b>

Board Meeting Date	Location	# Board	# Staff
<input type="checkbox"/> Airfare:			\$0.00
<input type="checkbox"/> Hotel:			\$0.00
<input type="checkbox"/> Ground:			\$0.00
<input type="checkbox"/> Other:			\$0.00
<b>Total Estimated Cost:</b>			<b>\$0.00</b>

Board Meeting Date	Location	# Board	# Staff
<input type="checkbox"/> Airfare:			\$0.00
<input type="checkbox"/> Hotel:			\$0.00
<input type="checkbox"/> Ground:			\$0.00
<input type="checkbox"/> Other:			\$0.00
<b>Total Estimated Cost:</b>			<b>\$0.00</b>

**Board of Massage Therapists  
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**Budget Recommendations for FY 2022 (continued)**

**Travel Required to Perform Examinations**

Not applicable

Date	Location	# Board	# Staff
<b>Description of meeting and its role in supporting the mission of the Board:</b>			
<input type="checkbox"/> Airfare:			\$0.00
<input type="checkbox"/> Hotel:			\$0.00
<input type="checkbox"/> Ground:			\$0.00
<input type="checkbox"/> Conference:			\$0.00
<input type="checkbox"/> Other:			\$0.00
Describe "Other" (break out all sections):			
<b>Total Estimated Cost:</b>			<b>\$0.00</b>

**Out-of-State Meetings and Additional In-State Travel** (Rank in order of importance)

#1 Rank in Importance or  Not Applicable

Date	Location	# Board	# Staff	
October 7-9, 2021	Charlotte, NC	2	1	
<b>Description of meeting and its role in supporting the mission of the Board:</b>				
Annual meeting of board delegates and staff to discuss vital issues in the industry such as identifying fraudulent applications in the massage therapy profession, massage education standards, establishments, active participation in the direction and policy of the Federation, state regulations, and human trafficking. FSMTB pays for one board delegate through direct booking and 3rd party Reimbursement and offers discounted room rate for any other attendees. All costs for 2nd person to attend would be paid by the board. Breakout sessions make it important that 1 senior board member and 1 junior board member attend. The attendance of both a senior board member and a junior board member meets the boards new member transition goals.				
Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input checked="" type="checkbox"/> Airfare:	\$1,480.00	\$740.00	\$0.00	\$2,220.00
<input checked="" type="checkbox"/> Hotel:	\$954.00	\$0.00	\$822.00	\$1,776.00
<input checked="" type="checkbox"/> Ground:	\$100.00	\$0.00	\$0.00	\$100.00
<input checked="" type="checkbox"/> Conference:	\$1,050.00	\$0.00	\$0.00	\$1,050.00
<input checked="" type="checkbox"/> Other M & I	\$372.00	\$0.00	\$0.00	\$372.00
Describe "Other" (break out all sections):				
<b>Net Total:</b>	<b>\$3,956.00</b>	<b>\$740.00</b>	<b>\$822.00</b>	<b>\$5,518.00</b>



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**Budget Recommendations for FY 2022 (continued)**

**Non-Travel Budget Requests**

- Not Applicable                       Resources                       Examinations  
 Membership                       Training                       Other

Product or Service	Provider	Cost Per Event
Federation of State Massage Therapy Board	FSMTB	\$951.00

**Description of item and its role in supporting the mission of the Board:**

The Board of Massage Therapists continues to benefit from its annual membership to the Federation of State Massage Therapy Boards. The Board of Massage Therapists recognizes the exceptional value of the FSMTB as a resource of research, education, and support for member boards. The FSMTB provides services that currently serve to the Board of Massage Therapists goals and objectives as we look forward to 2022.

**Non-Travel Budget Requests**

- Not Applicable                       Resources                       Examinations  
 Membership                       Training                       Other

Product or Service	Provider	Cost Per Event
Massage Therapy Licensing Database (MTLD)	FSMTB	\$0.00

**Description of item and its role in supporting the mission of the Board:**

FSMTB has developed the *Massage Therapy Licensing Database (MTLD)*, to provide a comprehensive view of massage therapists regulated in the United States, to facilitate the role of public protection among state licensing boards and agencies, and to support licensure portability. This service is an integral component for reducing fraud in the licensure process by allowing board staff access to therapist records which will show disciplinary actions taken by other jurisdictions. The uploading of data into this system began in 2019 and states incur zero financial burden for participating in this service. (Was presented to Division in 2018 but was denied because the resources were not available in IT).

**Non-Travel Budget Requests**

- Not Applicable                       Resources                       Examinations  
 Membership                       Training                       Other

Product or Service	Provider	Cost Per Event
		\$0.00

**Description of item and its role in supporting the mission of the Board:**

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**Budget Recommendations for FY 2022 (continued)**

<b>Other Items with a Fiscal Impact</b>		<b>Cost Per Event:</b>	<b>\$0.00</b>
<input type="checkbox"/> Not Applicable		<b>Number of Events:</b>	<b>0</b>
<b>Product or Service</b>	<b>Provider</b>	<b>Total Cost</b>	
		\$0.00	
Description of item and its role in supporting the mission of the Board:			

<b>Other Items with a Fiscal Impact</b>		<b>Cost Per Event:</b>	<b>\$0.00</b>
<input type="checkbox"/> Not Applicable		<b>Number of Events:</b>	<b>0</b>
<b>Product or Service</b>	<b>Provider</b>	<b>Total Cost</b>	
		\$0.00	
Description of item and its role in supporting the mission of the Board:			

<b>Summary of FY 2022 Fiscal Requests</b>	
Board Meetings and Teleconferences:	\$7,943.59
Travel for Exams:	\$0.00
Out-of-State and Additional In-State Travel:	\$5,518.00
Dues, Memberships, Resources, Training:	\$951.00
Total Potential Third-Party Offsets:	-\$1,562.00
Other:	\$0.00
<b>Total Requested:</b>	<b>\$12,850.59</b>

**Board of Massage Therapists  
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**Legislation Recommendations Proposed Legislation for FY 2022**

**No Recommendations**

The Board has no recommendations for proposed legislation at this time.

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**Recommendations**

The Board has the following recommendations for proposed legislation:

**Unfair Discrimination Sec. 21.36.090**

The Board of Massage Therapists is in support in the amendment of 21.36.090, Unfair Discrimination (d). Massage Therapists are defined in statute AS 18.23.400(n)(5) as health care providers. Massage therapy are currently omitted from the "Unfair Discrimination" Statute. Omittance from this statute exposes massage therapists to unfair discrimination against a person who provides a service covered under a group health insurance policy.

**Sec. 21.36.090. Unfair Discrimination**

(d)Except to the extent necessary to comply with AS 21.42.365 and AS 21.56, a person may not practice or permit unfair discrimination against a person who provides a service covered under a group health insurance policy that extends coverage on an expense incurred basis, or under a group service or indemnity type contract issued by a health maintenance organization or a nonprofit corporation, if the service is within the scope of the provider's occupational license. In this subsection, "provider" means a state licensed physician, physician assistant, dentist, osteopath, optometrist, chiropractor, advanced practice registered nurse, naturopath, physical therapist, occupational therapist, marital and family therapist, psychologist, psychological associate, licensed clinical social worker, licensed professional counselor, or certified direct-entry midwife.

**Board of Massage Therapists  
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**Regulation Recommendations Proposed Legislation for FY 2022**

**No Recommendations**

The Board has no recommendations for proposed regulations at this time.

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**Recommendations**

The Board has the following recommendations for proposed regulations:

**Transcript Analysis Form**

The board evaluates transcripts to determine an applicant's education has met the minimum competencies required to practice. The variability of curriculum has resulted in the need for a transcript analysis form during this verification process. The board determined that the completion of this document in the application process expedites the licensing process by providing clarity in the transcript analysis process. The board will seek regulation project to make the completion of this document a requirement in the application process.

The board will continue to work and draft regulations as needed to meet industry changes and needs.

**Board of Massage Therapists  
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**Goals and Objectives**

**Part I**

**FY 2021's goals and objectives, and how they were met:**

**1. Establishment Registration Program and Compliance Checks**

The Board partnered with Investigations team to develop compliance check lists consistent with regulation to assist in onsite establishment compliance checks.

**2. Disciplinary Matrix**

The Board reviewed its disciplinary matrix and determined standards of case review that resulted in expediting cases and improved consistency.

**3. Transcript Analysis Breakdown**

The Board tasked members to research and presented methods of application transcript analysis to be submitted by the applicant with their initial application.

**4. Town Hall Meeting and Public Communication**

The Board met in person during the September 10-11, 2020 meeting to organize a public town hall forum in Anchorage.

**5. Continued Education Ethics Requirement**

The Board tasked members to research continued education requirements in the massage therapy profession in regard to ethics.

**Board of Massage Therapists  
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**Goals and Objectives**

**Part II**

**FY 2022's goals and objectives, and proposed methods to achieve them.**

**Describe any strengths, weaknesses, opportunities, threats and required resources:**

- 1. Board Transition to New Members:** This board does anticipate the upcoming turnover of its volunteer members as three of the remaining senior board members will have termed out by March of 2022. The board has partnered with the division of professional licensing to discuss board training and transition strategies. The Board wishes to make their knowledgebase and experience as available as possible as the board of massage therapists continues to develop over time. These strategies will include additional training resource documents, mentored orientation with a senior board member and in person attendance of the FSMTB annual meeting with a senior board member.
- 2. Transcript Analysis:** The Board evaluates transcripts to determine an applicant's education has met the minimum competencies required to practice. The variability of curriculum has resulted in the need for a transcript analysis form during this verification process. The board determined that the completion of this document in the application process expedites the licensing process by providing clarity in the transcript analysis process. The board will seek regulation project to make the completion of this document a requirement in the application process.
- 3. Communication with Legislative Body:** Conduct an in-person meeting associated with legislative session to take steps to meet in person and educate the legislative of human trafficking concerns and the profession of massage therapy.
- 4. Operating Budget:** The Board will continue to operate with a positive budget to meet board goals and objectives.
- 5. National Representation:** Continue representation at the national level including sending board appointed member staff to valued conferences that are relevant to regulation and board related activities.
- 6. Annual In-State In person Meeting:** The Board has identified a significant value in holding a yearly in person town hall forum to address questions presented by the public regarding the board of massage therapy. This forum provides valuable feedback to the boards goals of objective to continue to improve the application process and its knowledge of the massage profession as it pertains to Alaska.
- 7. Certified Translator:** The Board has identified that a certified translator will need to be determined if application information requires language translation.

**Board of Massage Therapists  
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**Sunset Audit Recommendations**

**Date of Last Legislative Audit:**      **October 11, 2017**  
**Board Sunset Date:**                      **June 30, 2024**

**Audit Recommendation:**      Improvements are needed to comply with the federal standards over criminal history record information obtained as part of the licensing process.

**Action Taken:**                      Implimentation of OnBoard for secure transmission of confidential materials, additional disclosure information relating to fingerprint cards and background reports was included on the board's website and in applications.

**Next Steps:**                              N/A

**Date Completed:**