

Annual Report

Fiscal Year 2021

State Physical Therapy and Occupational Therapy Board



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

**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.

**State Physical Therapy and Occupational Therapy Board
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Identification of the Board

Board Member	Duty Station	Date Appointed	Term Expires
Keith Poorbaugh Chair, Physical Therapist	Willow	May 26, 2017	Mar 01, 2022
Robert Calhoon Occupational Therapist	Anchorage	Mar 01, 2018	Mar 01, 2022
Enlow Walker Secretary, Physician	North Pole	May 14, 2018	Mar 01, 2025
Lisa Radley Physical Therapist	Anchorage	Mar 01, 2020	Mar 01, 2024
Nathan Missler Occupational Therapist	Anchorage	Jun 26, 2020	Mar 01, 2024
Rebecca Dean Public Member	Fairbanks	Nov 20, 2020	Mar 01, 2024
Jodi Pfeiffer Physical Therapy Assistant	Wasilla	Mar 01, 2021	Mar 01, 2025
Jennifer Carlson Physical Therapist	Fairbanks	Mar 01, 2017	Mar 01, 2021

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Identification of Staff

Connie Petz – Licensing Examiner

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-2550

Lacey Derr – Licensing Supervisor

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-2550

Josh Hardy – Investigator III

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
550 West 7th Ave
Anchorage, Alaska 99811-0806
(907) 269-6238

Billy Holmsted – Investigator III

Department of Commerce, Community & Economic Development
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(907) 269-6238

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Narrative Statement

During Fiscal Year (FY) 2021, the board held all meetings via videoconference (ZOOM):

- October 1-2, 2020 – Full Board Meeting
- February 11-12, 2021 – Full Board Meeting
- April 28, 2021 – One-Hour Teleconference
- May 4, 2021 – Emergency Meeting
- May 25, 2021 – Emergency Meeting

The board issued a combined total of 247 new licenses:

- 148 – Physical Therapist
- 24 – Physical Therapy Assistant
- 2 – 120-Day Limited Permits Issued for Any Physical Therapist or Physical Therapy Assistant
- 62 – Occupational Therapist
- 11 – Occupational Therapy Assistant
- 0 – 120-Day Limited Permits Issued for Any Occupational Therapist or Occupational Therapy Assistant

The board was chaired by Jennifer Carlson, Physical Therapist, until the expiration of her term on March 1, 2021. After that point, the chair duties were assumed by Keith Poorbaugh, Physical Therapist. Enlow Walker, Physician Member, served as board secretary. Current board members are posted on the board's web site with their appointed, reappointed and expiration dates.

The board lost 1 veteran member during this past year due to term expiration. All board seats are currently filled.

One major priority of the board for this past year was a regulation project which was successfully adopted by the board and sent to the Lt Governor on June 29, 2021 for review and approval.

The board is supporting PT/OT legislation sponsored by Alaska Physical Therapy Association (AKPTA) HB99. The bill would cleanup and modernize language as well as replace the physician seat on the board with another OT or OTA member.

The board has continued to work with other state agencies in dealing with the COVID-19 crisis and its impact on scope of practice.

The board waived the continuing competency requirements and audits for the June 2020 license renewal period due to the COVID-19 disruptions.

The board is working on developing a Board/Staff Transition Manual. This tool will be a resource for incoming board members, licensing and agency staff.

The board successfully worked through a Sunset Audit this year with another 8-year extension. It will be presented to the Alaska legislators in 2022 for final review and approval to continue the PTOT Board.

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Narrative Statement (continued)

The board continues to:

- Publish meeting minutes on the board's web site, and a link is provided to the annual report.
- Discuss PT licensure compact and track how the compact is working for currently participating states. Also following developments and progress toward a possible compact for OT.
- Work towards updating continuing competencies.
- State that therapists are trained to work in their scope of practice, and the board will not create a laundry list of what a therapist can and cannot do.
- Review applications and approve for license, review audits, and respond to all correspondence.
- Train new board members, and all members continue to gain understanding in reading statutes and regulations.
- Work with national and state organizations, including: APTA, FSBPT, AOTA, NBCOT, AKOTA and AKPTA.
- Attend national conferences each year if 3rd party reimbursed.
- Utilize the OnBoard program for voting and board business.
- Use ZOOM meetings, versus in-person meetings, as needed due to COVID and budgetary constraints.

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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
October 7-8, 2021	Anchorage	7	1
<input checked="" type="checkbox"/> Airfare:			\$1,600.00
<input checked="" type="checkbox"/> Hotel:			\$1,000.00
<input checked="" type="checkbox"/> Ground:			\$200.00
<input checked="" type="checkbox"/> Other: M&IE, and cab fare/parking (which may be out of pocket)			\$700.00
Total Estimated Cost:			\$3,500.00

Board Meeting Date	Location	# Board	# Staff
February 10-11, 2022	Juneau	7	1
<input checked="" type="checkbox"/> Airfare:			\$2,000.00
<input checked="" type="checkbox"/> Hotel:			\$1,400.00
<input checked="" type="checkbox"/> Ground:			\$200.00
<input checked="" type="checkbox"/> Other: M&IE, and cab fare/parking (which may be out of pocket)			\$900.00
Total Estimated Cost:			\$4,500.00

Board Meeting Date	Location	# Board	# Staff
As needed	Video Conference	7	1
<input type="checkbox"/> Airfare:			\$0.00
<input type="checkbox"/> Hotel:			\$0.00
<input type="checkbox"/> Ground:			\$0.00
<input type="checkbox"/> Other: Zoom Meetings as needed			\$0.00
Total Estimated Cost:			\$0.00

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Budget Recommendations for FY 2022 (continued)

Travel Required to Perform Examinations

Not applicable

Date	Location	# Board	# Staff
Description of meeting and its role in supporting the mission of the Board:			
<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):			
Total Estimated Cost:			\$0.00

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 2021	NOT IN PERSON this year	1	-0-	
Description of meeting and its role in supporting the mission of the Board:				
The annual meeting is an educational opportunity to learn about the Federation of State Boards of Physical Therapy (FSBPT) and how they are approaching the issues and concerns for therapists both nationally and internationally. Board members are voting delegates and represent their state and the issues within their jurisdictions.				
Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input type="checkbox"/> Airfare:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Hotel:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Ground:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Conference:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Other	\$0.00	\$0.00	\$0.00	\$0.00
Describe "Other" (break out all sections):				
Net Total:	\$0.00	\$0.00	\$0.00	\$0.00

Out-of-State Meetings and Additional In-State Travel

#2 Rank in Importance

Date	Location	# Board	# Staff	
2022 TBD	TBD	2	1	
Description of meeting and its role in supporting the mission of the Board:				
2022 NBCOT OCCUPATIONAL THERAPY STATE REGULATORY LEADERSHIP FORUM; location and date to be determined. Two Occupational Therapy Board members or an alternate board member and one staff to attend.				
Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input checked="" type="checkbox"/> Airfare:	\$0.00	\$0.00	\$5,000.00	\$5,000.00
<input checked="" type="checkbox"/> Hotel:	\$0.00	\$0.00	\$4,000.00	\$4,000.00
<input checked="" type="checkbox"/> Ground:	\$0.00	\$400.00	\$0.00	\$400.00
<input type="checkbox"/> Conference:	\$0.00	\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Other	\$0.00	\$800.00	\$0.00	\$800.00
Describe "Other" (break out all sections): M&IE, and cab fare/parking (which may be out of pocket)				
Net Total:	\$0.00	\$1,200.00	\$9,000.00	\$10,200.00

Out-of-State Meetings and Additional In-State Travel

#3 Rank in Importance

Date	Location	# Board	# Staff	
2022 TBD	TBD	2	1	
Description of meeting and its role in supporting the mission of the Board:				
FEDERATION OF STATE BOARDS OF PHYSICAL THERAPY (FSBPT) Regulatory Training for Members and Board Staff on issues for therapists and regulators. Date and location to be determined by FSBPT.				
Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input checked="" type="checkbox"/> Airfare:	\$0.00	\$0.00	\$5,000.00	\$5,000.00
<input checked="" type="checkbox"/> Hotel:	\$0.00	\$0.00	\$4,000.00	\$4,000.00
<input checked="" type="checkbox"/> Ground:	\$0.00	\$400.00	\$0.00	\$400.00
<input type="checkbox"/> Conference:	\$0.00	\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Other	\$0.00	\$800.00	\$0.00	\$800.00
Describe "Other" (break out all sections): M&IE, and cab fare/parking (which may be out of pocket)				
Net Total:	\$0.00	\$1,200.00	\$9,000.00	\$10,200.00

Out-of-State Meetings and Additional In-State Travel

#4 Rank in Importance

Date	Location	# Board	# Staff	
2022 TBD	TBD	1	1	
Description of meeting and its role in supporting the mission of the Board:				
National Board for Certification of Occupational Therapy NBCOT orientation for new OT regulators meeting in 2022. City and dates to be determined by the NBCOT.				
Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input checked="" type="checkbox"/> Airfare:	\$0.00	\$0.00	\$1,800.00	\$1,800.00
<input checked="" type="checkbox"/> Hotel:	\$0.00	\$0.00	\$1,500.00	\$1,500.00
<input checked="" type="checkbox"/> Ground:	\$0.00	\$400.00	\$0.00	\$400.00
<input type="checkbox"/> Conference:	\$0.00	\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Other	\$0.00	\$4,000.00	\$0.00	\$4,000.00
Describe "Other" (break out all sections)		M&IE, and cab fare/parking (which may be out of pocket)		
Net Total:	\$0.00	\$4,400.00	\$3,300.00	\$7,700.00

Out-of-State Meetings and Additional In-State Travel

#5 Rank in Importance

Date	Location	# Board	# Staff	
Description of meeting and its role in supporting the mission of the Board:				
Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input type="checkbox"/> Airfare:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Hotel:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Ground:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Conference:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Other	\$0.00	\$0.00	\$0.00	\$0.00
Describe "Other" (break out all sections):				
Net Total:	\$0.00	\$0.00	\$0.00	\$0.00

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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
FSBPT Membership	Federation of Boards of Physical Therapy	\$1,500.00

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

FSBPT informs the board of national issues, offers the national examination, reports on examination scores, disciplinary actions, creates the exam questions and monitors this industry. They also pay for board members and staff to attend trainings and annual meetings.

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:

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)

Other Items with a Fiscal Impact

Not Applicable

Cost Per Event: \$0.00

Number of Events: 0

Product or Service	Provider	Total Cost
		\$0.00

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

Other Items with a Fiscal Impact

Not Applicable

Cost Per Event: \$0.00

Number of Events: 0

Product or Service	Provider	Total Cost
		\$0.00

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

Summary of FY 2022 Fiscal Requests

Board Meetings and Teleconferences:	\$8,000.00
Travel for Exams:	\$0.00
Out-of-State and Additional In-State Travel:	\$28,100.00
Dues, Memberships, Resources, Training:	\$1,500.00
Total Potential Third-Party Offsets:	-\$28,100.00
Other:	\$0.00
Total Requested:	\$9,500.00

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Legislation Recommendations Proposed Legislation for FY 2022

No Recommendations

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

Recommendations

The Board has the following recommendations for proposed legislation:

The board continues to support HB99 introduced in the 32 Legislative Session. This was introduced via request of the Alaska State Physical Therapy Association and was modeled after past legislation the State Physical Therapy and Occupational Therapy Board had hoped to pass in prior legislative sessions.

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Regulation Recommendations Proposed Legislation for FY 2022

No Recommendations

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

Recommendations

The Board has the following recommendations for proposed regulations:

BRIEF DESCRIPTION: The State Physical Therapy and Occupational Therapy Board proposes to update various regulations relating to licensure requirements, reexamination, supervision, and standards for practice of telerehabilitation. This was adopted by the board and sent to Department of Law. Once reviewed and approved, they hope this will be enacted.

The Alaska State Physical Therapy and Occupational Therapy Board (Board) proposes to adopt regulation changes in Title 12, Chapter 54 of the Alaska Administrative Code including the following:

1. **12 AAC 54.030. Requirements for physical therapy license by examination** is proposed to amend the requirements for a physical therapist (PT) or a physical therapist assistant (PTA) licensure by examination.
2. **12 AAC 54.040. Foreign-trained physical therapy applicants** is proposed to amend the licensure by examination requirements for a foreign-trained PT or PTA; and amend the minimum passing scores for the Test of English as a Foreign Language Internet-Based Test (TOEFL-iBT).
3. **12 AAC 54.080. Passing scores** is proposed to amend the reexamination requirements and require the recommended exam retake criteria from the national examination body.
4. **12 AAC 54.510. Supervision of physical therapy assistants** is proposed to allow supervision via telemedicine when in person supervision is not attainable.
5. **12 AAC 54.530. Standards for practice of telerehabilitation by physical therapist** is proposed to amend the provisions related to standards for practice of telerehabilitation by physical therapists.
6. **12 AAC 54.810. Supervision of occupational therapy assistants** is proposed to allow supervision via telemedicine when in person supervision is not attainable.
7. **12 AAC 54.825. Standards for practice of telerehabilitation by occupational therapy** is proposed to amend the provisions related to standards for practice of telerehabilitation by occupational therapists.

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Goals and Objectives

Part I

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

1. Update FAQs on PT/OT Licensing Board Home page are a continual work in progress.
2. The board did not seek to re-introduce prior legislation. The Alaska State Physical Therapy Association took up the prior bill and obtained sponsors for it. The board wrote a letter of support for HB99 which was introduced by Representative Matt Clayman.
3. Track state licensure compact legislation and continue to monitor states joining the compact. The board is in support of licensure compacts and is aware that the Alaska State Physical Therapy Association is working on this project for the physical therapy profession.
4. Evaluate Limited Permit use and necessity. This fiscal year, the Limited Permits issued were used for the intended purpose, not as a stepping-stone to permanent licensure. This progress was good for the program.
5. Create Standard Operating Procedures for board members to review applications, audits, terminology (acronyms) and other board tips. This is part of a new transition manual for board members and licensing staff.
6. Revise continuing education requirements based on research to expand options for demonstrating continuing professional development. This is an ongoing project for the board.
7. Continue to support attendance at national conferences. The board recognizes it educates board members and staff as well as keeps them informed of national issues that affect all licensing jurisdictions. With COVID restricting in-person meetings when the national organizations arranged training webinars, board members who were available to attend signed up for them.

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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. Continue to update FAQs on PT/OT Licensing Board Home page.
2. Monitor any legislation introduced for the practice act for the board.
3. Track state licensure compact legislation and continue to monitor states joining the compact. The board is in support of licensure compacts.
4. Evaluate Limited Permit use and necessity – continue to monitor these applications are not being used as a stepping-stone to permanent licensure.
5. Create a board member and staff transition manual to assist board members in review applications, audits, terminology (acronyms), sample motions and other board tips and staff processes and links for all agencies related to the board and the OnBoard summary packet.
6. Revise continuing education requirements based on relevance to expand options for demonstrating continuing professional development.
7. Continue to support attendance at national conferences. The board recognizes it educates board members and staff as well as keeps them informed of national issues that affect all licensing jurisdictions.
8. Continue to monitor COVID and adjust the protocols as needed in safety in practice management.
9. Work on regulations as needed; review and make them relevant to the practice of the professions.

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Sunset Audit Recommendations

Date of Last Legislative Audit: 06/17/2013
Board Sunset Date: 06/30/2022

Audit Recommendation: DCBPL's Director should continue to improve the investigative case management systems integrity and confidentiality.

Action Taken: A task force of investigative staff and IT professionals was formed to identify weaknesses and propose solutions.

Next Steps: N/A

Date Completed: Ongoing monitoring by the division.