



AK PT/OT Board - Continuing Competency Mtg September 8, 2025 Minutes

Alaska Division of Corporations, Business and Professional Licensing
9/8/2025 10:00 AM AKDT
Video Conference

1. Call to Order/Roll Call

Committee Members:

Rebecca Dean - absent, excused

Valerie Phelps

Jonathan Gates

Continuing Competency/Education – Purpose: Better access to information to assist in clarifying statutory/regulatory guidelines as it applies to public safety and review the continuing professional practice and alternatives requirements and continuing education requirements for physical therapy and occupational therapy and make suggestions for modernization to the board.

By authority of AS 08.01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a scheduled Continuing Competence/Education committee meeting of the State Physical Therapy and Occupational Therapy Board was called to order at 10:00 am on Monday, September 8, 2025. Roll Call was done by Valerie Phelps.

Committee members present: Valerie Phelps and Jonathan Gates. Rebecca Dean, absent - excused.

Staff present: Shane Bannarbie, Program Coordinator and Sheri Ryan, Licensing Examiner.

2. Review/Approve Agenda

Jonathan Gates moved to accept the agenda for the September 8, 2025 Continuing Competency Committee meeting as submitted. Valerie Phelps seconded. All in favor; none opposed. Motion passes unanimously.

3. Approve Minutes from 06/12/2025

Jonathan Gates moved to accept the minutes from the June 12, 2025 Continuing Competency Committee meeting as written. Valerie Phelps seconded. All in favor; none opposed. Motion passes unanimously.

4. Next meeting date - 12/11/2025 – need to reschedule as staff unavailable

The next Continuing Competency meeting scheduled for Thursday, December 11, 2025 will be rescheduled to Monday, December 1, 2025 by consensus. Time will stay the same from 10:00 am to 12:00 pm.

5. Public Comment

No members of the public connected; no public comment given.

6. Disciplinary Matrix Project

Committee reviewed the approved Ohio template by the board and discussed modifications necessary for implementation in Alaska.

Action Items:

- Confirm PHY historical fines/fees list for board.
- Collect sample regulatory language from other boards for CE waiver (similar to Chiropractic Board language). Send to committee members.
- Recommendation to board to adopt regulations project to include CE waiver language - draft motion
- Solicit input from Division regarding fines listed on Disciplinary Matrix chart
- Update disciplinary matrix with changes discussed at meeting
 - link all applicable areas in template
 - add OT reporting body
 - modify to include OT and OTA where appropriate
 - confirm employer notification can be done
 - confirm definitions for PBI, CPEP, and PROBE with Ohio Executive Director
 - Confirm Fit for Practice Exam meaning in template is requesting a specialist evaluation.
 - Research does APTA have a documentation course available in their learning center

7. NBCOT - Feedback Survey: 2021 Standards for Continued Competency

As part of the standard 5-year review process, the Commission on Continuing Competence (CCC) is seeking comments on the 2021 Standards for Continuing Competence in Occupational Therapy document. This official document has undergone a number of reviews and revisions by the CCC including 2010, and 2015. This document is considered a core resource for members and external audiences outlining the core requirements and standards to maintain and document continuing competence in all areas that Occupational Therapy practitioners should have for maintaining competence in the field of Occupational Therapy. We welcome appreciate your participation and feedback! The CCC will compile input and comments as they prepare the final draft before adoption. Please review and complete the survey based upon the components of the document by September 15, 2025 (5:00 P.M. EST)

[2021 Standards for Continuing Competency- Request for feedback](#)

No discussion/action taken.

8. Board Correspondence

No additional action needed to be taken on both pieces of board correspondence reviewed. Staff response confirmed.

9. Action Items - Prioritized

A. Goal 3.B - Streamline PT Licensing - Transcript requirement

Draft language approved by committee - make recommendation to the PHY Board at October 2-3, 2025 meeting.

B. Goal 4.A - Review/Revise CE requirements as needed + Goal 4.B - Develop Additional CE Opportunities

- Discussion/brainstorming to continue on development of additional CE opportunities. Need to discuss minimum/maximums for each category; total hours requirement; mandatory versus allowed; definition of CE requirement (12 AAC 54.410(c) and 12 AAC 54.710(d)) consistent w/industry standards i.e. contact hours vs. PDUs, etc.
- Need to look at revision/deletion of ½ requirement in 12 AAC 54.410(b) and 12 AAC 54.710(c) as well as exclusion of CPR and employer courses in 12 AAC 54.410(e) and 12 AAC 54.710(f).

Committee reviewed Working Document for Alaska CEU Updates. Discussion had for recommendations on:

- Mandatory versus allowed categories- see updated working document
- Minimums and maximums for each category – see updated working document
- Created a new category called professional advancement to encompass residency, board certification and fellowship activities
- Increase total contact hours from 24 to 32 contact hours per concluding licensing period
- Consider eliminating use of “concluding licensing period” similar to language used by Massage Therapy Board. As long as CE is completed before renewal is filed, licensee would be in compliance. Suggested language *“renewal of a physical therapy or occupational therapy license shall complete (1) not less than 32 continuing education contact hours completed between the beginning of the concluding licensing period and the time of application.”*

C. Goal 2.B - Informed Consent

Informed Consent – The work on Informed Consent continues at a national level in the FSBPT Informed Consent Task Force. Goal 2.B previously tabled for discussion until results of draft language and supporting documents are approved nationally and distributed.

6/3/2025 - FSBPT Informed Consent Resources approved by FSBPT board and posted on their website at <https://www.fsbpt.org/Free-Resources/Regulatory-Resources/Informed-Consent>

No discussion/action taken.

D. Jurisprudence Questionnaire update

Jurisprudence Questionnaire Update tabled from last meeting. Completion of SB74 - PT Compact Licensure regulations project needed to incorporate any necessary questions related to fingerprinting/background reports, compact licensure, etc.

No discussion/action taken.

E. Goal 2.A - Update FAQs on PT/OT website

Tabled from last meeting.

No discussion/action taken.

10. Item from Regulations Committee 08/02/2024 mtg.

Possible awareness campaign for telehealth visits - Patients always have the right to see your license. Best practice to include license# and title OT/OTA or DPT/PTA in your Zoom listing so it's very clear what your credentials are. Ideas - Patient's Rights brochure (similar to what is given when you are admitted to the hospital) and included on website.

No discussion/action taken.

11. Next Steps

• Disciplinary Matrix

- Confirm PHY historical fines/fees list for board. – completed 9/16
- Collect sample regulatory language from other boards for CE waiver (similar to Chiropractic Board language). Send to committee members. – COMPLETED 9/16
- Recommendation to board to adopt regulations project to include CE waiver language - draft motion – completed 9/16
- Solicit input from Division regarding fines listed on Disciplinary Matrix chart
- Update disciplinary matrix with changes discussed at meeting
 - link all applicable areas in template – completed 9/16
 - add OT reporting body – completed 9/8
 - modify to include OT and OTA where appropriate – completed 9/16
 - confirm employer notification can be done – email sent to Jasmin Bautista 09/16/2025.
 - confirm definitions for PBI, CPEP, and PROBE with Ohio Executive Director – completed 09/16
 - Confirm Fit for Practice Exam meaning in template is requesting a specialist evaluation. – completed 9/16

- Research does APTA have a documentation course available in their learning center- completed 9/16
- Develop Additional CE opportunities
 - Need to discuss definition of CE requirement (12 AAC 54.410(c) and 12 AAC 54.710(d)) consistent w/industry standards i.e. contact hours vs. PDUs, etc.
 - Need to look at revision/deletion of ½ requirement in 12 AAC 54.410(b) and 12 AAC 54.710(c) as well as exclusion of CPR and employer courses in 12 AAC 54.410(e) and 12 AAC 54.710(f).
 - Re-evaluate approving entities.
- Write report for October 2-3 Board meeting
 - Include recommendation fo 12 AAC 54.030 Regulation project

12. Adjourn

The State Physical Therapy and Occupational Therapy Board Continuing Competence/Education Committee meeting was adjourned at 11:54 am on Monday, September 8, 2025.

Next committee meeting scheduled for Monday, December 1, 2025 at 10:00 am.

Approved January 22, 2026 by unanimous vote.