



# AK PT/OT Board - Regulations Committee Mtg January 10, 2025 Minutes

Alaska Division of Corporations, Business and Professional Licensing  
1/10/2025 1:00 PM AKST  
@ Juneau - Zoom

## 1. Call to Order/Roll Call

Committee Members: Valerie Phelps and Rebecca Dean; Alternate - Tori Daugherty

The Physical Therapy and Occupational Therapy Board Regulations Committee meeting was called to order on Friday, January 10, 2025 at 1:00 pm by Valerie Phelps. Roll call taken:

Committee members present: Rebecca Dean, Tori Daugherty, and Valerie Phelps.

Staff present: Shane Bannarbie, Project Coordinator; Alison Osborne, Regulations Specialist; and Sheri Ryan, Licensing Examiner.

Guest: Kristen Neville, Manager State Affairs, American Occupational Therapy Association (AOTA).

## 2. Review/Approve Agenda

**Rebecca Dean moved to approve the agenda as submitted. Motion seconded by Tori Daugherty. All in favor; none opposed. Motion passes unanimously.**

## 3. Approve Minutes - 12/20/2024

**Rebecca Dean moved to approve the minutes from December 20, 2024 as written. Motion seconded by Tori Daugherty. All in favor; none opposed. Motion passes unanimously.**

## 4. Public Comment

No public comment given.

## 5. Regulations Projects

A. SB74 DRAFT

Alison Osborne, Regulations Specialist went over the DRAFT to be submitted to the Department of Law that has been split into two projects for the board approved combined regulations projects of:

- SB74 Compact licensure;
- 6-month post-graduate internship removal by foreign-educated applicants by examination or credentials;
- clarifying the requirements for licensure for occupational therapy;
- updating the requirements of the 150-hour post-graduate internship listed in 12 AAC 54.600(C), 54.1000(5)(C) and 12 AAC 54.950(c) aka supervised service delivery;
- and NPTE testing, NBCOT Exam requirements, Jurisprudence Exam requirements; Audit Records Retention; CE Exemption for Active Military Duty, Temporary Military Courtesy license verification requirements, Change of Address verification, and update of documentation requirements for current certification from NBCOT.

**Action Items:**

Regulation Specialist to forward updated PHY regulations project draft to committee members to review. Committee to reconvene at next meeting on 2/21/2025 to continue review of draft in depth.

Committee suggestion to have guidance notes on FP requirements to be posted on PHY FAQs of website due to change in regulation language section.

Committee recommendation for training on statutory language introduction 101 for board.

**Action items:**

Staff to reach out for resources and/or training on how to write statutory language and legislative introduction process for board.

- B. Strategize OTA/PTA supervision next steps  
Tabled to February meeting.
- C. Definition of Employment and Professional Reference Requirements for licensure by credentials - PT and OT  
Tabled to February meeting.
- D. Expand CEU Opportunities for OT and PT

Tabled to February meeting.

6. Next Steps

- Regulation Specialist to forward updated PHY regulations project draft to committee members to review. Committee to reconvene at next meeting on 2/21/2025 to continue review of draft in depth.
- Staff to reach out for resources and/or training on how to write statutory language and legislative introduction process for board.

7. Adjourn

The Physical Therapy and Occupational Therapy Board Regulations Committee meeting was adjourned at 3:09 pm on Friday, January 10, 2025. Next meeting scheduled for Friday, February 21, 2025 at 10:00 am.

**Approved by Regulations Committee by vote at 02/21/2025 meeting.**