



AK PT/OT Board - Continuing Competency Mtg January 22, 2026 Minutes

Alaska Division of Corporations, Business and Professional Licensing
1/22/2026 7:30 AM AK
Video Conference

1. Call to Order

The meeting was called to order on Thursday, January 22, 2026 at **7:32 AM** by **Valerie Phelps**.

2. Roll Call

Committee Members Present:

- Valerie Phelps
- Michelle Scott-Weber

Absent:

- Jonathan Gates (sick), excused.

Staff Present:

- Sheri Ryan, Licensing Examiner

Guests:

- Kristen Neville, AOTA (attending as a member of the public)
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3. Approval of Agenda

- Agenda reviewed.
 - **Decision:** Agenda approved by consensus. No objections.
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4. Approval of Minutes – September 8, 2025 meeting

- Michelle confirmed she reviewed the minutes.
 - **Decision:** Minutes approved by consensus.
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5. Public Comment

- No public attendees other than Kristen Neville.
- No public comments were submitted.

6. Correspondence Requiring Committee Review

6.1 NBCOT Certification Validation Issues

Sheri Ryan presented concerns regarding:

- Difficulty verifying continuous NBCOT certification during the license renewal period.
- Public lookup only shows initial certification and expiration date, not lapses or reinstatements.
- Possibility that individuals could reinstate an expired certificate without the board being aware.

Discussion Highlights:

- Other states face similar issues.
- NBCOT reinstatement rules may require catching up on PDUs or retaking exams for long lapses.
- Need additional research to ensure Alaska's CE equivalency path is reliable.

Action Item 1 – Sheri Ryan:

Prepare additional research on NBCOT reinstatement processes and contact NBCOT to clarify how lapses or reinstatements appear (or fail to appear) on public verification tools.

6.2 Request for CE Approval – Wilderness First Responder Course

An applicant (Emma) requested CE credit for portions of a Wilderness First Responder course unrelated to CPR/First Aid (which are explicitly excluded).

Committee Findings:

- Sections on acute injury management, environmental physiology, rescue biomechanics, leadership/communication, etc., do meet the standards for CE relevance.
- Applicant requested approval for 6 instructional hours.

Decision:

The committee agrees the content qualifies for CE under 12 AAC 54.410(c).

Action Item 2 – Sheri Ryan:

Draft a letter to the applicant stating:

- The committee recommends approval of the non-excluded portions of the course.
- Suggest the applicant consider submitting the course to APTA Alaska for CE review, which may allow the entire course to receive credit.
- Submit letter to the Board for formal approval at the February 6 Board Meeting.

7. Continuing Competency / CEU Framework Review

7.1 Background

The committee has been working on expanding and modernizing CE/competency options. A draft framework was reviewed, including:

- Professional competency
- Professional contribution
- Professional advancement
- Administration/leadership
- Workplace wellness
- Activities such as specialty certifications, residencies, fellowships, publications, CE hours, board meeting attendance, etc.

7.2 Interaction with AO360 Regulatory Reduction

- AO360 requires regulation reduction (25% target), which complicates adding extensive new language.
- Sheri Ryan clarified: the CE overhaul does not need to be part of the AO360 reform package and likely shouldn't be given how preliminary it is.

Decision:

Recommendation to the board that the complete overhaul of the CE framework will not be included in the February AO360 submission.

Action Item 3 – Committee:

Continue refining the CE framework outside the AO360 timeline, without rushing it.

7.3 Approving Entities and Regulatory Simplification

- Current regulations require 12 CE hours to be approved by a specific list of entities, causing confusion and disciplinary actions.
- Committee explored replacing long lists with a simpler standard (e.g., “any state or national healthcare association or licensing body; accredited hospitals; accredited university programs”).

Decision:

Consensus that simplifying approving entities will:

- Reduce barriers
- Reduce confusion
- Reduce administrative burden
- Improve alignment with other states

Action Item 4 – Sheri Ryan:

Draft proposed simplified language for 12 AAC 54.420 to replace the prescriptive list of approving bodies.

7.4 Home/Self-Study CE Category

- Committee debated whether to retain “home/self-study” as a CE category.
- Concerns discussed: documentation difficulty, potential misuse, lack of verification standards.

Decision:

Remove the “home/self-study” CE category from the proposed framework.

Action Item 5 – Sheri Ryan:

Update the working draft to eliminate the self-study section.

7.5 Specialty Certifications

- Discussion on whether credit should apply only when a certification is earned during the licensing period.
- Agreed that ongoing credit should not be granted for a certification achieved years earlier.

Decision:

Specialty certifications will count only when earned within the current license cycle.

7.6 Board Meeting Attendance

- Committee supports offering CE credit for attending Alaska PTOT Board meetings (not other boards).

Decision:

Maintain this category; clarify attendance and CE hour calculation.

7.7 Live vs. Online CE

- Topic discussed; no consensus to require live hours.
- Concern for rural practitioners and equity.

Decision:

No mandatory live-course requirement to be included in the working draft at this time.

8. Disciplinary Matrix

- Discussion postponed due to lack of Investigations Unit participation.

Action Item 6 – Sheri Ryan:

Coordinate scheduling with Investigations to resume matrix development.

9. Next Steps / Follow-Up

- CE framework refinement to continue.
 - Sheri will prepare materials for the Regulations Committee meeting on January 23.
 - Committee (Michelle + Jonathan) will review updated draft for completeness.
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10. Adjournment

Meeting adjourned at 9:34 AM.

Next committee meeting scheduled for April 16, 2026 at 7:30 am.

Summary of Decisions

1. Agenda and prior minutes approved.
 2. Non-excluded Wilderness First Responder material qualifies for CE credit (pending full Board approval).
 3. Recommendation that complete CE overhaul not be included in AO360.
 4. CE approving-entity list should be simplified in draft.
 5. Home/self-study CE category should be removed from draft.
 6. Recommendation that specialty certifications only count if earned during licensing period in draft.
 7. Recommendation that no live-course requirement at this stage of draft.
 8. Board meeting attendance remains valid for CE credit in draft.
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Action Items List

Item	Assigned To	Description
1	Sheri Ryan	Research NBCOT reinstatement and verification gaps; contact NBCOT.

Item	Assigned To	Description
2	Sheri Ryan	Draft CE approval letter for Wilderness First Responder course; submit to Feb 6 Board meeting for full board review/approval.
3	Committee	Continue CE framework refinement outside AO360 timeline.
4	Sheri Ryan	Update Draft to include simplified language for CE approving entities.
5	Sheri Ryan	Remove “self-study” section from CE framework working draft.
6	Sheri Ryan	Re-engage Investigations Unit to resume disciplinary matrix work.

These minutes were approved by the committee April 17, 2026 in accordance with PL-12/online voting.