



Alaska Board of Physical Therapy and Occupational Therapy Board Meeting - February 27, 2025 - Day 1

Alaska Division of Corporations, Business and Professional Licensing

Zoom

2025-02-27 09:00 - 2025-02-27 16:30 AKST

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FRAMEWORK

PART ONE: SHOULD WE DELIBERATE ON THIS TOPIC?

Public Protection

If we don't address this issue, is the public threatened or harmed?

If yes, begin work on the issue.
If no, determine whether it meets a different criterion or whether the board should address it at a future date.

Ownership

Are we the best group to lead this effort?

Does it make sense for this board to *lead* the effort, or is another group better resourced, more educated, or otherwise better positioned to take the reins? Identify partners next.

Priority

Where does this matter rank among other items we are facing?

Evaluate how the board will work this matter into its busy schedule. Is there a hard deadline to complete the work? Could the board form a committee to focus on this while other members work concurrently on other projects? Are more meetings needed?

Perception

Are there intangible ways we can be impacted by pursuing this issue?

Whether good or bad, perception matters. Enter into the deliberative process anticipating any pitfalls or opportunities. If the board decides not to move forward because of a negative perception, ensure that it is not shirking its statutory responsibility. If #1 is yes, the board may have no choice.

Authority

Is the issue within the board's statutory mandate and mission?

If yes, move to the next criterion.
If no, the board should identify a decision-making body better suited to resolve the issue and decline to move forward.

Public Interest

Does our decision make a material difference to stakeholders?

Stakeholders may include the general public, licensees, potential patients, related agencies or organizations, etc.
If yes, move to the next criterion.
If no, determine whether to work on it at a future date—or at all.

Partners

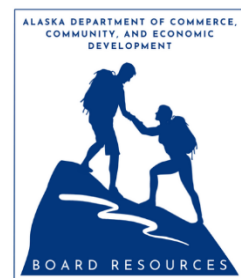
Will we need to collaborate with other groups?

Weighing another person or group's availability may impact how the board moves forward. Connect with everyone whose input is needed. If public comment is advisable, identify opportunities and methods to obtain that input.

Resources

Does our board have access to the resources needed to address this issue?

If yes, move to the next criterion.
If no, determine what resources are needed. Invite division managers to collaborate on how to obtain resources. If resources are not available, the board may need to look to a different organization to assist with the issue.



PROFESSIONAL LICENSING DECISION-MAKING FRAMEWORK

PART TWO: HOW DO WE DELIBERATE ON THIS TOPIC?

Mission

Keep the primary purpose of the board at top of mind.

The board's top priority is to operate within the public interest. What does that look like in the context of this issue? How will the board balance all relevant interests within its regulatory mission? Ensure the board evaluates and understands the impacts of its decisions on the public.

Fairness

How do we ensure the process and outcomes are fair?

Is the board actively soliciting input from all parties, including licensees, the public, and other key stakeholders? If advisable, are meeting notices being shared in addition to the OPN, newspaper, and web site? How is public comment being solicited? How will the board evaluate input from stakeholders they may not be familiar with?

Risk

What are the risks to adopting this decision?

Ensure your decision falls within the boundaries of state law. Are we following the appropriate investigative or regulatory process? Are we making a decision against attorney or division advice? Do we even have enough information to move forward? Invite your AAG or board advisor if additional help is anticipated.

Perception

Are there intangible ways we can be impacted by pursuing this issue?

Determine how to manage the impacts of decisions that may be necessary but unpopular. Is extra communication warranted? Is a heads up to the governor's office prudent? Ask the division director or board advisor for advice on threading an unpopular needle.

Consistency

Explain departures from previous positions.

If the board is veering from previous decisions on this issue, explain why. What has changed? Did the board receive new data? Did the makeup or leadership of the board shift? Were other laws passed, or has the industry changed in a meaningful way? Disciplinary decisions require an explanation if the board is acting differently than it has in similar situations. With major shifts, stakeholders will appreciate understanding the rationale.

Authority

The issue is within the board's statutory mandate and mission.

In Part One, the board determined this issue is within its purview. Take an inventory of the statutes and regulations that are relevant to the discussion, and have those resources at the ready. If the matter is not within the board's statutory scope, put it away and keep monitoring.

Objectivity

Can the members of the board maintain objectivity in the discussion?

If unsure, you may need to actively perform a conflict check to ensure that the topic is "in bounds" for all members. Is anyone too close to the topic? Even if there is no ethical conflict, is everyone prepared to hold a calm, logical, and reasoned discussion?

Efficiency

Are we seeking the most efficient outcome?

Does the right decision come wrapped in unnecessary regulation, additional cost, or red tape? Ensure that the implementation of the board's decision is streamlined, elegant, easy to understand, and cost-effective. Invite division managers to discuss the impacts on staffing, paperwork, fees, and investigations. Ask licensees if the proposed solution will increase their expenses or efforts.

Partners

Will we need to collaborate with other groups?

If a business, organization, or group of people will experience a big change because of the decision, will partnering with them early on help mitigate the outcome? Weighing another stakeholder's availability to engage may impact how the board moves forward.

Timeline

Stay on top of the schedule.

Are you working toward a fixed deadline like renewal or legislative session? Backwards plan to ensure your meetings, regulations, forms revision, and other steps stay on track. The board's decision may have impacts that require others to take additional steps, so discuss those up front to make sure the expectations of board members and staff are all moving forward in sync.





Alaska Board of Physical Therapy and Occupational Therapy Board Meeting - February 27, 2025 - Day 1

Alaska Division of Corporations, Business and Professional Licensing
Thursday, February 27, 2025 at 9:00 AM AKST to 4:30 PM AKST
Zoom

Meeting Details: <https://us02web.zoom.us/j/86419593383?pwd=so46yGD18jk06raBapeeEVHaaKkjb4.1>

Meeting ID: 864 1959 3383

Passcode: 376492

Call-in: +1 253 205 0468 US

Agenda

1. Call to Order/Roll Call

A. Roll Call

9:00 AM

Board members:

- Tina McLean, Chair
- Enlow Walker, Secretary
- Rebecca Dean, Public Member
- Valerie Phelps, Vice-Chair
- Victoria "Tori" Daugherty
- Jonathan Gates

Staff members:

- Reid Bowman, Program Coordinator 2
- Shane Bannarbie, Program Coordinator I
- Sheri Ryan, Licensing Examiner 3

Alaska State Physical Therapy and Occupational Therapy Mission Statement

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1. Adopting regulations necessary for the safe and efficient practice of Physical Therapy and Occupational Therapy in the State of Alaska.
2. Reviewing and approving the qualification of applicants to ensure a competent and effective work force of therapists and assistants.
3. Issuing temporary permits and licenses to qualified persons.
4. Monitoring compliance with continuing education requirements.

5. Reviewing and acting on any report or documentation of any unsafe, unethical or unlawful actions of a licensee.

B. Ethics Reporting	9:05 AM
C. Review/Approval Agenda	9:10 AM
D. Approve Minutes - October 24-25, 2024	9:15 AM
E. Statistics	
2. Public Comment	9:20 AM
3. Strategic Plan Review	9:35 AM
4. Division Update - FY24 Q4 + FY25 Q1+Q2	9:45 AM
Presenter: Melissa Dumas	
5. Break	10:15 AM
6. Scope of Practice Statutory Language Discussion	
A. Executive Administrator position DRAFT Language	10:30 AM
7. Regulations Projects - Review Draft Language	
Presenter: Alison Osborne	
A. Physical Therapy and Occupational Therapy Dry Needling DRAFT language	10:45 AM
B. SB74 - PT Compact Licensure + Combined other projects	11:30 AM
<ul style="list-style-type: none">• SB74 - PT Compact Licensure• Elimination of requirement for 6-month post-graduate internship by Foreign-Educated applicant• Occupational Therapy Licensure requirements clarification• Supervised Service Delivery• Jurisprudence Examination 80% passage rate• Examiner recommendations - NPTE testing prior to 1996; NBCOT Exam; Audit Records Retention;	
C. Lunch	12:30 PM
D. SB74 - PT Compact License + Combined other projects - continued	1:30 PM
8. Regulation Project Opening Questionnaires - Review	2:30 PM
<ul style="list-style-type: none">• Requirement of 6-month post-graduate internship by Foreign Educated applicant elimination• Occupational Therapy licensure requirements clarification• Supervised Service Delivery• SB74 - PT Compact Licensure• Jurisprudence Examination• Examiner recommendations + NPTE Testing Prior to 1996 + NBCOT Exam + Audit Records Retention, etc.	

9. Association Update - APTA-AK

3:30 PM

Presenter: Alec Kay, PT, DMT, OCS, FAAOMPT, ATC - President

10. Meeting Summary - Action Items

3:45 PM

11. Adjourn

4:30 PM



Alaska Board of Physical Therapy and Occupational Therapy Meeting

Day 1 - October 24, 2024 Minutes

Alaska Division of Corporations, Business and Professional Licensing

10/24/2024 9:00 AM AKDT

@ Robert B. Atwood Bldg., 550 W. 7th Ave., Ste. 1535, Anchorage, AK 99501 + Zoom

1. Call to Order/Roll Call

A. Roll Call

Board members:

- Tina McLean, Chair
- Enlow Walker, Secretary
- Rebecca Dean, Public Member
- Valerie Phelps
- Victoria "Tori" Daugherty
- Jonathan Gates

Staff members:

- Reid Bowman, Program Coordinator 2
- Shane Bannarbie, Program Coordinator I
- Sheri Ryan, Licensing Examiner 3

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2. Reviewing and approving the qualification of applicants to ensure a competent and effective work force of therapists and assistants.
3. Issuing temporary permits and licenses to qualified persons.
4. Monitoring compliance with continuing education requirements.
5. Reviewing and acting on any report or documentation of any unsafe, unethical or unlawful actions of a licensee.

The Alaska Board of Physical Therapy and Occupational Therapy board meeting was called to order on Thursday, October 24, 2024 at 9:05 am by board chair Tina McLean.

Roll call taken:

Board members present: Rebecca Dean, Valerie Phelps, Enlow Walker, Tori Daugherty, Jonathan Gates present in-person. Tina McLean present virtually. Quorum exists - 6 of 7 board members present. One vacant OT/OTA board position exists.

Staff members present: Sheri Ryan, License Examiner in-person; Reid Bowman, Program Coordinator 2, Shane Bannarbie, Program Coordinator 1, Melissa, Dumas, Administrative Operations Manager 1 present virtually.

Guests: Alexander Robinson and Joshua Morner, both present virtually.

Mission statement read into the record by board chair Tina McLean. Ms. McLean also brought to the attention of all board members the new PHY statutes and regulations effective August, 2024.

B. Ethics Reporting

No conflicts of interest/ethics reported by any board members.

C. Review/Approval Agenda - Day 1

Rebecca Dean moved to accept the agenda for the October 24, 2024 meeting as submitted. Motion seconded by Valerie Phelps. Ms. Dean amended her motion to flip #9 on the agenda - Discuss Committee Composition/Tenure with Setting Board 2025 meeting schedule. Ms. Phelps seconded amended motion. All in favor; none opposed. Motion passes unanimously.

D. Approve Minutes

Enlow Walker moved to accept the minutes from the Alaska Board of Physical Therapy and Occupational Therapy February 15-16, 2024 board meeting as written. Motion seconded by Rebecca Dean. No discussion. All in favor; none opposed. Motion passes unanimously.

E. Statistics

2024 Statistics as of 10/03/2024

- Applications received - 2336
 - Initial - 351
 - Renewals - 1951
 - Pending = 2
 - Reinstatement - 34
 - Pending = 4
- Initial Licenses
 - Approved - 325
 - PT - 196
 - PTA - 31
 - OT - 91
 - OTA - 7
 - Denied = 0

- Pending = 42
- Active as of 10/03/2024 = 2146
 - PT - 1316 (1 temp permit)
 - PTA - 194 (0 temp permit; 2 limited permits)
 - OT - 580 (5 temp permits)
 - OTA - 56 (1 temp permit)

2. Public Comment

Public comment began at 9:10 am. Joshua Morner gave public comment regarding his pending PTA license application by reinstatement. He stated he had health issues and that while he completed CEUs during his first year, he did not track them. Completed all his continuing education in this past year and a half. Ms. Dean commended Mr. Morner for wanting to stay in the industry.

Alexander Robinson and Erika Robinson gave public comment regarding their pending PT license applications by reinstatement. They were both traveling therapists but settled in Montana and have kept up their MT CE requirements. They are returning to traveling physical therapy due to life circumstances and have now completed their CE requirements for AK but it is outside the concluding licensing period. They have contracts for jobs in Cordova, AK upcoming in December and January. They didn't anticipate coming back to AK due but want to reinstate their licenses due to changes in their life circumstances and to assist in the rural AK community.

3. Strategic Plan Review

The board reviewed and updated their Strategic Plan. Board believes the plan should be "vibrant and growing" and updated continually w/accountability to ensure they are on track. See new Strategic Plan draft dated 10-24-2024 w/revisions (*italics*).
Need to add to information to my email regarding PHY listserv opt-in

4. Division Update - FY24 - Q3 (Presenters: Melissa Dumas)

Melissa Dumas, Administrative Operations Manager 1 went over FY24-Q3 report. from 2019 to 2024, PHY has seen a 27% increase in applicants. 2024 Licensing statistics now available online at <https://www.commerce.alaska.gov/web/cbpl/DivisionReports.aspx>. Ms. Dumas also reminded the board of the Board Member resources available online at <https://www.commerce.alaska.gov/web/cbpl/ProfessionalLicensing/BoardMemberResources.aspx>

5. Break

Break taken - Recording stopped at 10:45 am. Recording resumed at 11:00 am.
Roll call taken:

Board members present: Rebecca Dean, Valerie Phelps, Enlow Walker, Tori Daugherty, Jonathan Gates, Tina McLean. Quorum exists - 6 of 7 board members present.

6. Meeting Reports

A. FSBPT April Informed Consent Task Force (Presenters: Rebecca Sue Dean)

Rebecca Dean provided an overview of her submitted report on the FSBPT Informed Consent Task Force Report.

B. FSBPT Regulatory Workshop May 16-18

Rebecca Dean provided an overview of submitted report of her attendance from the May, 2024 FSBPT Regulatory Workshop. Shane Bannarbie provided comments on his experience attending the Regulatory workshop as a new employee to CBPT and PHY.

C. FSBPT LIF - July 12-14

Rebecca Dean provided an overview of submitted report of her attendance from the July, 2024 FSBPT Leadership Issues Forum Workshop. Ms. Dean wanted to ensure that all board members were aware of the FSBPT Reference Guide which provides requirements by state --><https://www.fsbpt.org/Free-Resources/Regulatory-Resources/Licensure-Reference-Guide>

D. FSBPT August Dry Needling Competencies Task Force

Tina McLean provided an overview of the FSBPT Dry Needling Competencies Task Force. New report being issued (per task force meeting) will state that 88% education required for dry needling is provided in the basic training provided in physical therapy education schooling. 12% required in post-graduate training.

7. Lunch

Lunch break - recording stopped 1:04 pm. Recording resumed 1:34 pm.

Roll call:

Board members present: Rebecca Dean, Valerie Phelps, Enlow Walker, Tori Daugherty, Jonathan Gates, Tina McLean. Quorum exists - 6 of 7 board members present.

Enlow Walker moved to amend the agenda to move tabled applications to 1:35 pm. Motion seconded by Tori Daugherty and Rebecca Dean. All in favor; none opposed. Motion passes unanimously.

8. Administrative Business

A. Tabled Items

i. **Tabled Applications**

- Temporary Permit Application - Kevin Beadle
- Reinstatement Application - Joshua Morner
- Reinstatement Application Alexander Robinson
- Reinstatement Application – Erika Elder Robinson
- 150-hour internship Evaluation + OT by Credentials - Anna Sluz
- 150-hour internship Final Evaluation + OT by Credentials - Judy Yang

Enlow Walker moved to approve the physical therapist temporary permit application for Kevin Beadle = #230188. Motion seconded by Jonathan Gates. All in favor; none opposed. Motion passes unanimously.

Jonathan Gates moved to pull the applications for Judy Yang and Anna Sluz forward in the agenda for consideration. Motion seconded by Valerie Phelps. All in favor; none opposed. Motion passes unanimously.

Rebecca Dean moved to approve the 150-hour occupational therapy internship for Judy Yang - #227991. Motion seconded by Enlow Walker. All in favor; none opposed. Motion passes unanimously.

Valerie Phelps moved to approve Judy Yang - #227991 for Occupational Therapist licensure. Motion seconded by Tori Daugherty. All in favor; none opposed. Motion passes unanimously.

Jonathan Gates moved to approve the 150-hour occupational therapy internship final evaluations for Anna Sluz - #228606. Motion seconded by Rebecca Dean. All in favor; none opposed. Motion passes unanimously.

Tori Daugherty moved to approve Judy Yang - #227991 for Occupational Therapist licensure. Motion seconded by Rebecca Dean. All in favor; none opposed. Motion passes unanimously.

Rebecca Dean moved to approve reinstatement of Joshua Morner's PTA license #202640 according to 12 AAC 02.965. Motion seconded by Jonathan Gates. All in favor; none opposed. Motion passes unanimously.

Tori Daugherty moved to approve reinstatement of Alex Robinson's PT license #124916 according to 12 AAC 02.965. Motion seconded by Valerie Phelps. All in favor; none opposed. Motion passes unanimously.

Valerie Phelps moved to approve reinstatement of Erika Elder Robinson's PT license #187682 according to 12 AAC 02.965. Motion seconded by Enlow Walker. All in favor; none opposed. Motion passes unanimously.

ii. 2025 Meeting Schedule -

Board members discussed committee composition and frequency for 2025.

Legislative committee to meet 2x/month; January through May; 9am - 11:00 am; 2nd and 4th Fridays; Members = Enlow Walker, Tina McLean, and Tori Daugherty.

Regulations committee to meet monthly; January through December; 10 am - 12:00 pm; 3rd Friday; Members = Rebecca Dean and Valerie Phelps. Alternate: Tori Daugherty.

Scope of Practices committee to meet monthly; January through December; 9am - 11:00 am; 1st Friday; Members = Enlow Walker, Tina McLean, and Tori Daugherty.

Continuing Competency Committee (new name) to meet quarterly starting March, June, Sept, Dec; 10am - 12:00 pm; 2nd Thursday; Members = Rebecca Dean, Valerie Phelps, Jonathan Gates.

Spring Board meeting - January 23-24, 2025; in-person, Anchorage
Fall Board meeting - October 16-17, 2025; in-person, Anchorage

iii. Tabled Correspondence

a. PT Telehealth Scope Question

The board discussed recommendation of rewriting response per 08.02.130 Telehealth - statute versus regulation.

Jonathan Gates moved to rewrite the board response for PT Telehealth Scope Question - 06-05-2024 per 08.02.130 Telehealth. Motion seconded by Enlow Walker. All in favor; none opposed. Motion passes unanimously.

Action Items:

Tina McLean to rewrite draft response for board consideration.

b. COTA_PTA Progress Notes - 8-6-2024 Response

The board reviewed all submitted resources and discussed recommendation of rewriting response for COTA_PTA Progress Notes - 8-6-2024 question. Discussion that "progress note" is an evaluation. PTA/OTA cannot evaluate or assess independently without PT/OT. Per statute AS 08.84.190(8) the responsibilities of a physical therapist assistant do not include evaluation - meaning only a PT can perform an evaluation for physical therapy. In depth conversation on 12 AAC 54.510 and 12 AAC 54.810. Possible future regulations project to update these sections discussed.

Action Items:

Tori Daugherty to rewrite draft response for board consideration.

B. Board Correspondence

- Board Action Needed
 - PTA Scope of Practice Question - 9-18-2024
 - Vet Board letter
- Informational
 - ACOTE - PAMIMs Final Draft 2024
 - FSBPT
 - NPTE Survey Results Q2 - 2024
 - NPTE Survey Results Q3 - 2024
 - Consumer Protection Rating - ELDD - Q1 - 2024
 - Consumer Protection Rating - ELDD - Q2 - 2024
 - CAPTE Recent Actions - 14-day Notice - 05-15-2024
 - CAPTE Recent Actions - 05-31-2024

Valerie Phelps motioned to refer the PTA Scope of Practice Question - 09-18-2024 to the Scope of Practices Committee for research and draft response for board consideration. Motion seconded by Tori Daugherty. All in favor; none opposed. Motion passes unanimously.

All other correspondence for information purposes only. No board action needed.

C. Committee Reports

Regulations Committee (Presenters: Valerie Phelps)

- Chair report submitted 10-21-2024
- SB74 Regulations Project Draft to review - includes all other regulations projects

Valerie Phelps briefly outlined her committee report. Report to be continued at next day's meeting.

9. Meeting Summary - Action Items

- All Committee reports moved to Friday, October 25, 2024 agenda.
- Approve Kevin Beadle #230188 – Temporary permit application.
- Approve Judy Yang #227991 OT initial licensure application.
- Approve Anna Sluz #228606 OT initial licensure application.
- Approve Joshua Morner #202640 PTA reinstatement licensure application.
- Approve Alex Robinson #124916 PT reinstatement licensure application.
- Approve Erika Elder Robinon #187682 PT reinstatement licensure application.
- 2025 Board and Committee Calendar – schedule and complete public notice requests
- Tina McLean to rewrite PT Telehealth Scope Question - 06-05-2024 as discussed and submit for board consideration.
- Tori Daugherty to rewrite COTA_PTA Progress Notes - 08-06/2024 as discussed and submit for board consideration.
- PTA Scope of Practice Question - 09-18-2024 referred to Scope of Practices Committee to research and write DRAFT response for Board consideration.

10. Adjourn

Motion by Enlow Walker to adjourn at 4:28 pm. Motion seconded by Rebecca Dean. All in favor; none opposed. Motion passes unanimously.

The Alaska Board of Physical Therapy and Occupational Therapy board meeting adjourned at 4:28 pm on Thursday, October 24, 2024. Board to reconvene on Friday, October 25, 2024.



Alaska Board of Physical Therapy and Occupational Therapy Meeting - Day 2 - October 25, 2024 Minutes

Alaska Division of Corporations, Business and Professional Licensing

10/25/2024 9:00 AM AKDT

Robert B. Atwood Bldg., 550 W. 7th Ave., Ste. 1535, Anchorage, AK 99501 + Zoom

1. Call to Order

The Alaska Board of Physical Therapy and Occupational Therapy board meeting was called to order on Friday, October 25, 2024 at 8:58 am by board chair Tina McLean.

• Roll Call

Board members present:

- Tina McLean, Chair
- Enlow Walker, Secretary
- Rebecca Dean, Public Member
- Valerie Phelps
- Victoria "Tori" Daugherty
- Jonathan Gates

Staff members present:

- Reid Bowman, Program Coordinator 2
- Shane Bannarbie, Program Coordinator 1
- Sheri Ryan, Licensing Examiner 3
- Glenn Saviers, Deputy Director
- Alison Osborne, Regulations Specialist

Guests present:

- Francielle Pineda, NBCOT Assistant Director
- Celeste Tydingco - AK NBCOT Ambassador
- Brianne Oswald, AKOTA President
- Kristen Neville, AOTA

Quorum exists; 6 of 7 board members present. One vacant OT/OTA board position available.

• Review/Approve Agenda Day 2

Rebecca Dean moved to amend the agenda to carry forward the items from Day 1 not addressed including revising committee reports and (2) committee

draft responses for board consideration. Motion seconded by Enlow Walker. All in favor; none opposed. Motion passes unanimously.

No conflicts of interest identified by any board members for agenda items listed.

2. NBCOT Update + Q/A (Presenters: Francielle Pineda, MPA, MS, OTR)

Francielle Pineda, MPA, MS, OTR, Assistant Director, External and Regulatory Affairs, NBCOT

Ms. Pineda provided an in-depth overview of NBCOT information and resources available for board members. A copy of the presentation along with requested resources from specific board member questions to be forwarded to all board members afterward through staff.

3. Committee Reports

- Regulations Committee (Presenter: Valerie Phelps)
- Chair report submitted 10-21-2024
- SB74 Regulations Project Draft to review - includes all other regulations projects

Valerie Phelps went over page 347 of the Board book - Regulations Committee Chair Report - page 3 - Recommendations for 2024/2025 for new regulatory projects.

1. Need to define "proration" as related to Clinical Service Delivery Program as related to 12 AAC 54.535 and 12 AAC 54.830.
2. Gentler consideration to definition of employment that relates to professional activities that are not financially compensated for first time applicants by credentials. The board gives consideration at renewal for volunteer work but not at application when looking at work experience. Board discussed expanding options of "employment" to include "unpaid" options with 12 AAC 54.100 and 12 AAC 54.600 new chapter OT by Credentials.
3. Ongoing Right Touch Regulations for PT Applications by Credentials - clean up all requirements that go along with application by credentials - Professional reference - remove option for letter of professional reference to be submitted by head of PT school or instructor. 12 AAC 54.100 and 12 AAC 54.600 new chapter OT by credentials.
4. Work in collaboration with the Continuing Competence Committee, work on regulations that incorporate a variety of activities in the profession as fulfilling CEU requirements.
5. Update/clarification of supervision of PTA - 12 AAC 54.510 and OTA - 12 AAC 54.810; 12 AAC 54.520. SUPERVISION OF NON-LICENSED PERSONNEL. clarify periodic evaluations - add progress notes.

Short break taken. Recording stopped 10:28 am; Recording started 10:37 am

Roll call taken: Board members present: Rebecca Dean, Valerie Phelps, Enlow Walker, Tori Daugherty, Jonathan Gates, and Tina McLean. Quorum exists.

Valerie Phelps motioned to adopt a regulations project for greater clarification on supervision of OTAs and PTAs that would be working with 12 AAC 54.510 and 12 AAC 54.810. Motion seconded by Tori Daugherty. All in favor; none opposed. Motion passes unanimously.

Valerie Phelps motioned to adopt a regulations project to explore the definition of employment and professional reference requirements for licensure by credentials for occupational therapy and physical therapy. Motion seconded by Jonathan Gates. All in favor; none opposed. Motion passes unanimously.

Valerie Phelps motioned to adopt a regulations project to expand CEU opportunities for occupational therapy and physical therapy. Motion seconded by Enlow Walker. All in favor; none opposed. Motion passes unanimously.

- Scope of Practices Committee (Presenter: Victoria Daugherty)

Committee Recommendations:

- Board Correspondence Response - School Based OT Services - Releases Required - 08-30-2024
- DPT/ODT Term Protection - Draft Statutory Language
- Create OT Statutory work group with stakeholder involvement to champion OT bill introduction.
- Create Physical Therapy Statutory work group with stakeholder involvement to work on language.

Rebecca Dean moved to approve the draft response for School Based OT Services - Releases Required - 08-30-2024 as written. Jonathan Gates seconded. All in favor; none opposed. Motion passes unanimously.

Action Items:

Staff to send finalized response for School Based OT Services - Releases Required - 08-30-2024.

DPT/OTD Term Protection discussion - Decision to keep "LPT" in statute to keep "licensed personal trainer" from using. Discussion about additional OT designations may

need to be required in statute. Term protection language to be sent back to committee for additional work to ensure all occupational therapy designations are included.

Valerie Phelps moved to continue statutory language project for term protection of DPT/OTD potentially in conjunction with state associations input. Motion seconded by Tori Daugherty. All in favor; none opposed. Motion passes unanimously.

Valerie Phelps moved to create a Occupational Therapy statutory legislative project work group with stakeholder involvement to champion introduction of the occupational therapy scope of practice modernization bill. Motion seconded by Tori Daugherty. All in favor; none opposed. Motion passes unanimously.

Rebecca Dean moved to create work group with trade/industry involvement to develop the language for PT scope of practice modernization and to help move forward through bill introduction. Motion seconded by Valerie Phelps. All in favor; none opposed. Motion passes unanimously.

Action Items:

Term protection language to be sent back to Scope of Practices committee for additional work to ensure all occupational therapy designations are included.

- Continuing Competence/Education (Presenter: Valerie Phelps)
- Chair Report submitted 10-21-2024
- CEU Clarification - 09-25-2024 - Response Recommendation

Rebecca Dean moved to approve the draft response for CEU Clarification - 09-25-2024 as written. Motion seconded by Valerie Phelps. All in favor; none opposed. Motion passes unanimously.

Action Items:

Staff to send finalized response for CEU Clarification - 09-25-2024.

- Legislative Committee (Presenter: Tina McLean)
- Chair report submitted 10-22-2024

4. Renewal vs. Reinstatement - Discussion - Statutory Change and/or Regulation Project

Board members discussed how to address situation through statute change or regulation project. 12 AAC 54.950 reinstatement of a Lapsed License current regulation in place. Board felt this issue was of lower priority due to infrequent situation and does not

appear to be public protection issue. Any applicant reapplying by credentials would be subject to the continuing education requirements from their active license state. Any applicant reapplying by examination would be subject to passing national examination with past 24 months for occupational therapy. New SB74 regulations project for physical therapy is proposing same 24 month requirement for passing national examination when applying by examination. Any reinstatement application must complete any required continuing education prior to reinstatement. Table to 2025 or 2026 and re-access. No action at this time.

5. Disciplinary Matrix Project

See PHY Resources folder - Disciplinary Matrix Project for background information:

- Disciplinary Matrix Guidance from Law
- FSBPT Board Action Guidelines 2018 + 2022
- Other state examples

Action Item:

Refer Disciplinary Matrix Project to Continuing Competency Committee to address.

6. Lunch

Recording stopped 11:51 am for lunch break. Recording resumed 12:58 pm.

Roll call:

Board members present: Rebecca Dean, Valerie Phelps, Enlow Walker, Tori Daugherty, Jonathan Gates, Tina McLean. Quorum exists - 6 of 7 board member present.

Staff present: Reid Bowman, Program Coordinator 2; Shane Bannarbie, Program Coordinate 1; Sheri Ryan, Licensing Examiner 3; Sonia Lipker, Senior Investigator 3

7. Investigative Report

Sonia Lipker, Senior Investigator gave the Investigative report for the PHY program for February 02, 2024 thru October 16, 2024. 12 cases closed for this time period.

8. Investigative Training

Senior Investigator Jenni Summers joined the meeting. The board moved into Executive session for training purposes.

In accordance with the provisions of Alaska Statute 44.62.310 (c), I, Rebecca Dean, move that the Alaska State Physical Therapy and Occupational Therapy Board go into executive session for the purpose of discussing matters which by law, municipal charter, or ordinance are required to be confidential. Board staff present to remain during session. Motion seconded by Enlow Walker. All in favor; none opposed. Motion passes unanimously.

Recording stopped at 1:01 pm. Recording resumed at 2:15 pm.

Roll call taken by Tina McLean. Board members present: Rebecca Dean, Valerie Phelps, Enlow Walker, Tori Daugherty, Jonathan Gates, Tina McLean. Quorum exists - 6 of 7 board member present.

Staff present: Reid Bowman, Program Coordinator 2; Shane Bannarbie, Program Coordinate 1; and Sheri Ryan, Licensing Examiner 3

9. Athletic Trainer Bill - HB 336

Chair McLean briefly summarized the Athletic Trainer bill H336 that was introduced last session (spring). See HB336A. The state physical therapy association approached the Board with their opposition and requested the board oppose the bill. The board wrote a letter of opposition, filed with the Alaska Legislation 04/2024. Dr. Keller gave public testimony at the May, 2024 PHY Legislative Committee meeting that felt the PT/OT board's opposition was ill-informed. The board made suggested language changes for the bill filed 05/2024. Ms. McLean have public testimony opposing the bill on behalf of the board during the committee hearing. She believes it is a national push with Alaska as an example and the bill will likely be reintroduced for the 2025-2026 session. Representative Zach Fields was the sponsor of HB336. The bill should remain on the board's radar. PHY Legislative Committee will monitor for athletic trainer bill to be reintroduced.

10. Association Update - APTA-AK (Presenters: Alec Kay, PT, DMT, OCS, FAAOMPT, ATC)
Dr. Kay was unable to attend. No association update from APTA-AK.

11. Association Update - AKOTA (Presenters: Brianne Oswald President, Alaska Occupational Therapy Association)

Brianne Oswald, President of the Alaska Occupational Therapy Association (AKOTA) provided a written report and briefly highlighted some of the items contained in her report regarding their spring conference. Legislative initiatives - advocating OT Licensure Compact and working with their lobbyist. They are looking for a sponsor - may have found someone willing to introduce the bill but not necessarily sponsor. They are excited for the board's work on the OT Scope of Practice update and willing to do necessary work to support.

Guest Kristen Neville, AOTA State Affairs Manager joined the meeting.

Board decision to move PT/OT Dry Needling Draft Regulations Project forward for discussion on agenda.

12. Regulation Projects – Dry Needling PT/OT Draft Language

Valerie Phelps provided overview of work done by Regulations Committee on PT/OT dry needling DRAFT regulation language 06/28/2024. Requirement to follow OSHA standards removed (36 pg. OSHA requirements) per previous board discussion and replaced with “current relevant standards”. Definition of “dry needling” removed. Respective standards of education required for dry needling per each profession’s governing bodies to ensure high educational standards. Concern from industry that currently there are not many courses approved by American Occupational Therapy Association (AOTA).

(C) supervised, face-to-face, hands-on training with patients and a practical examination – remove “*with patients*” because training is done on each other, not on patients. “*Evaluation, assessment and reassessment*” inserted for “examination”. Diagnosis should be “*pertinent for every*” physical therapy session. Removed “*each technique*”. Remove dry needling “*technique*” and insert dry needling “*intervention*”. Because it is hard to objectify “patient’s understanding”, inserted language after “obtain informed consent” of “*and document*”. While Principle 2 outlines requirements it does not say anything about risks and benefits education.

Updated OT education training draft language to mirror PT educational training course requirements to open up OT ability to attend a dry needling course that would meet standards. Concerns expressed regarding ensuring training requirements for occupational therapy for dry needling are broad enough to ensure course availability for Alaskan occupational therapists.

Scope of practice for PTA/OTA regarding dry needling not addressed in draft language. Per Kristen Neville, five states codify in statute or regulation the ability for an OT/OTA to do dry needling. Illinois only state that allows OT and OTAs to dry needle. MS, WY, TN, MD restricted dry needling to occupational therapists only. Intention of board that PTA/OTAs not be able to perform dry needling. Language needs to be drafted similar to PTA exclusive to an OT that an OTA cannot perform.

Per Kristen Neville - AOTA official document – “*Guidelines for Supervision, Roles and Responsibilities during the Delivery of Occupational Services*” – aka Supervision Document - “The occupational therapist initiates and directs the evaluation, interprets the data, and develops the intervention plan. The occupational therapy assistant implements the treatment plan.” OTA is not allowed to interpret data. They can record the results of a test or assessment but cannot “interpret” the results. They have to share it with the OT and OT interprets the results and amends the treatment plan. Language

changed (2) to “perform and occupational therapy evaluation, develops the intervention plan treatment plan for each occupational therapy session; and”. While an OTA cannot develop an intervention treatment plan – concern expressed about what would stop an OTA from “implementing” the treatment plan and actually performing the dry needling intervention. Different collaboration between OT/OTA than PT/PTA regarding evaluation and how Alaska statutory language written for OTAs and PTAs. Discussion with Alison Osborne, Regulations Specialist on alternate solutions. Board recommendation to have language reworked through committee and brought back to the board for consideration at January, 2025 meeting.

Action Items:

See updated draft revised at 10-25-2024 board meeting. PT/OT Dry Needling draft language referred back to the Regulations Committee for additional work related to training requirements for occupational therapy and OTA dry needling concerns.

13. AK PT Compact License Update – Presenter – Deputy Director Glenn Saviers
 - Data Transfer Set up – initial stages of implementation. IT team working with PT Compact system expert to accomplish daily (nightly) update so PT compact privileges eligibility can be transferred. Data such as names and FSBPT Identifier will be talking back and forth between the two systems.
 - Division Regulations Project – Working on initiating a regulations project to set the PT Compact Privilege Fee that will be the same as the AK License fee (currently \$200 for PT and \$130 for PTA). PT Compact charges an additional fee on their end. This will be monitored closely by the Division.
 - Elect PT Compact Commission Representative – Recommended to be the FSBPT delegate or Board administrator for funding of travel expenses. Item tabled to January 2025 meeting. Division to research if Licensing Examiner can serve as representative.
 - JP Questionnaire - <https://ptcompact.org/Compact-Privilege-Fee-Jurisprudence-and-Waiver-Table>
 - Discussion on options for JP Questionnaire for Alaskan physical therapists purchasing PT Compact Privilege. No regulatory threshold for pass/fail – only completion currently. If we were to use a formal 3rd party tester, would need to establish pass/fail parameters. SB74 project
 - i. Look into exam software to offer Jurisprudence Questionnaire through the State of Alaska.
 - ii. Offer through the licensing examiner via email.
 - iii. Draft language would be required in SB74 Regulations Project to require Jurisprudence Questionnaire as condition of PT Compact Licensure.

- iv. Offer Jurisprudence Questionnaire through FSBPT as a JAM - Jurisprudence Assessment Module for both PT and OT applicants.

14. Election - Vice-Chair Role

- Succession Planning
 - Chair
 - Vice Chair
 - Secretary

Board discussed future direction and need for mentoring of leadership for the board. Current positions are established through centralized statute for Chair and Secretary positions. Board has the option of adding additional roles at their discretion. Current board membership is due to change per statute as of March, 2025.

Enlow Walker motioned to nominate Valerie Phelps as Vice Chair of the State Physical Therapy and Occupational Therapy Board. Motion seconded by Rebecca Dean. All in favor; none opposed. Motion passes unanimously.

Valerie Phelps motioned to nominate Tori Daugherty as the alternate secretary of the State Physical Therapy and Occupational Therapy Board. Motion seconded by Rebecca Dean. All in favor; none opposed. Motion passes unanimously.

15. Regulation Projects Motions

The board proposes regulation projects by one or more motions on the record:

#1 - PT/OT Dry Needling - this motion was not made as draft language referred back to Regulations Committee for additional work.

#2 – Elimination of the 6-month Post Graduate Internship Requirement for Foreign Educated Applicants - I, Valerie Phelps, move to initiate a regulations project regarding the requirement of a 6-month (910-hour) post-graduate internship by foreign-educated applicants by examination or credentials by approving the following language for public comment, unless substantive changes are made by the regulations specialist or Department of Law as outlined in the SB74 Draft. Motion seconded by Enlow Walker. All in favor; none opposed. Motion passes unanimously.

#3 – 12 AAC 54.600 – OT Licensure by Examination and OT Licensure by Credentials - I, Valerie Phelps, move to initiate a regulations project regarding clarifying the requirements for licensure for occupational therapy by approving the following

language for public comment, unless substantive changes are made by the regulations specialist or Department of Law as outlined in the SB74 Draft. Motion seconded by Jonathan Gates. All in favor; none opposed. Motion passes unanimously.

#4 – Supervised Service Delivery - I , Valerie Phelps, move to initiate a regulations project regarding updating the requirements of the 150-hour post-graduate internship currently listed in 12 AAC 54.600(C); 12 AAC 54.100(5)(C) and 12 AAC 54.950(e) by approving the following language for public comment, unless substantive changes are made by the regulations specialist or Department of Law as outlined in the SB74 Draft. Motion seconded by Tori Daugherty. All in favor; none opposed. Motion passes unanimously.

#5 – SB74 – PT Compact Licensure - I, Valerie Phelps, move to initiate a regulations project regarding the requirement to support SB74 – PT Compact licensure by approving the following language for public comment, unless substantive changes are made by the regulations specialist or Department of Law as outlined in the SB 74 Draft. Motion seconded by Jonathan Gates. All in favor; none opposed. Motion passes unanimously.

#6 – Examiner Recommendations + NPTE Testing Prior to 1996 + NBCOT Exam + JP Testing + Audit Records Retention - I , Valerie Phelps, move to initiate a regulations project regarding 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 by approving the following language for public comment, unless substantive changes are made by the regulations specialist or Department of Law as outlined in the SB74 Draft. Motion seconded by Enlow Walker. All in favor; none opposed. Motion passes unanimously.

16. Meeting Summary - Action Items

1. PT + OT Dry Needling DRAFT Language referred back to the Regulations Committee for additional work related to training requirements for occupational therapy and OTA concerns.
2. Disciplinary Matrix Project referred to Continuing Competency Committee to address.
3. Staff to send finalized response for CEU Clarification - 09-25-2024.

4. Staff to send finalized response for School Based OT Services - Releases Required - 08-30-2024.
5. Term protection language to be sent back to Scope of Practices committee for additional work to ensure all occupational therapy designations are included.
6. Create OT legislative project work group w/stakeholder involvement to champion introduction of OT scope of practice modernization bill.
7. Create PT work group w/trade/industry involvement to develop statutory language for PT scope of practice modernization and to help move forward a bill for introduction.
8. Continue statutory language project for term protection of DPT/OTD potentially in conjunction with state associations input. ß There was not a motion to create a work group.
9. Regulations Project adopted for greater clarification on supervision of OTAs and PTAs that would be working with 12 AAC 54.510 and 12 AAC 54.810. Referred to Regulations Committee/
10. Regulations Project adopted to explore the definition of employment and professional reference requirements for licensure by credentials for occupational therapy and physical therapy. . Referred to Regulations Committee.
11. Regulations Project adopted to expand CEU opportunities for occupational therapy and physical therapy/ . Referred to Regulations Committee.
12. Staff to work with the Regulations Specialist to move forward the following Regulations Projects for public comment, unless substantive changes are made by the regulations specialist or Department of Law:
 - i. Requirement of 6-month post-graduate internship by foreign-educated applicants by examination or credentials
 - ii. Clarifying the requirements for licensure for occupational therapy
 - iii. Supervised Service Delivery
 - iv. SB74 – PT Compact licensure
 - v. Examiner recommendations + NPTE Testing Prior to 1996 + NBCOT Exam + JP Testing + Audit Records Retention
17. Adjourn

The Physical Therapy and Occupational Therapy Board adjourned at 4:32 pm on Friday, October 25, 2024. Next meeting scheduled for both virtual and in-person January 23-24, 2025 at Atwood Building, Anchorage, AK.

From: [Heide, Robert M. \(FCS\)](#)
To: [Board of Physical and Occupational Therapy \(CED sponsored\)](#)
Subject: January 23-24 meeting agenda request
Date: Thursday, January 9, 2025 9:38:29 AM
Attachments: [image001.png](#)

Good morning-

The Alaska Division of Juvenile Justice has received \$100,000.00 in MHTAAR funding to support a contract provider or multiple providers to administer occupational therapy services to our Bethel and Fairbanks Youth Facilities. This funding is for the current fiscal year and we anticipate it to carry over for FY26 and FY27. The opportunity is posted here:

https://aws.state.ak.us/OnlinePublicNotices/Notices/View.aspx?id=216689&fbclid=IwY2xjawHs9e9leHRuA2FlbQIxMAABHfHDIgSDwoMaQf5ZVmx7bY4UdOKNXWsaVW1lSiVK1FaNRmYSoXFSrAo7UA_aem_xpUCLQixs00Ws6NR52StMQ

To date, we have not yet secured a provider for this project. I'm wondering if I could have the opportunity to speak on this to inform the board in the hopes it leads to more interest. I'd be happy to speak to the history of the grant and what DJJ is currently doing for OT services in our facilities.

Thank you,
Rob

Robert Heide

Deputy Director of Programs and Planning
Division of Juvenile Justice
PO Box 110635
Juneau, AK 99811
Desk: (907) 465-2339
Cell: (907) 500-8364
Fax: (907) 465-2333



Department of Commerce Community, and Economic Development
Corporations, Business and Professional Licensing

Summary of All Professional Licensing
Schedule of Revenues and Expenditures

State Physical Therapy and Occupational Therapy Board	FY 18	FY 19	Biennium	FY 20	FY 21	Biennium	FY 22	FY 23	Biennium	FY 24
Revenue										
Revenue from License Fees	\$ 405,168	\$ 125,615	\$ 530,783	\$ 373,380	\$ 111,935	\$ 485,315	\$ 412,136	\$ 151,228	\$ 563,364	\$ 487,089
General Fund Received					\$ -	-	\$ 8,330	\$ 2,253	10,583	\$ 71
Allowable Third Party Reimbursements	1,064	724	1,788	-	-	-	-	-	-	\$ 264
TOTAL REVENUE	\$ 406,232	\$ 126,339	\$ 532,571	\$ 373,380	\$ 111,935	\$ 485,315	\$ 420,466	\$ 153,481	\$ 573,947	\$ 487,424
Expenditures										
Non Investigation Expenditures										
1000 - Personal Services	99,174	105,699	204,873	115,962	117,814	233,776	100,319	107,895	208,214	160,914
2000 - Travel	5,869	4,909	10,778	1,679	-	1,679	-	4,804	4,804	8,656
3000 - Services	4,345	3,639	7,984	5,682	4,074	9,756	3,156	2,745	5,901	4,348
4000 - Commodities	252	15	267	-	-	-	-	-	-	-
5000 - Capital Outlay	-	-	-	-	-	-	-	-	-	-
Total Non-Investigation Expenditures	109,640	114,262	223,902	123,323	121,888	245,211	103,475	115,444	218,919	173,917
Investigation Expenditures										
1000-Personal Services	9,443	20,087	29,530	9,469	12,375	21,844	6,369	28,283	34,652	11,174
2000 - Travel		1,029	1,029	-	-	-	-	-	-	-
3023 - Expert Witness	-	-	-	-	-	-	-	-	-	-
3088 - Inter-Agency Legal	-	829	829	1,049	42	1,091	-	-	-	-
3094 - Inter-Agency Hearing/Mediation	-	-	-	-	-	-	-	-	-	-
3000 - Services other		758	758	23	23	46	23	19	42	37
4000 - Commodities		-	-	-	-	-	-	-	-	-
Total Investigation Expenditures	9,443	22,703	32,146	10,541	12,440	22,981	6,392	28,302	34,694	11,211
Total Direct Expenditures	119,083	136,965	256,048	133,864	134,328	268,192	109,867	143,746	253,613	185,128
Indirect Expenditures										
Internal Administrative Costs	-	59,848	59,848	59,731	49,339	109,070	59,152	71,199	130,351	74,041
Departmental Costs	-	34,499	34,499	25,671	24,939	50,610	25,641	27,401	53,042	33,666
Statewide Costs	-	13,109	13,109	16,525	17,868	34,393	13,410	14,810	28,220	16,656
Total Indirect Expenditures	-	107,456	107,456	101,927	92,146	194,073	98,203	113,410	211,613	124,363
TOTAL EXPENDITURES	\$ 119,083	\$ 244,421	\$ 363,504	\$ 235,791	\$ 226,474	\$ 462,265	\$ 208,070	\$ 257,156	\$ 465,226	\$ 309,491
Cumulative Surplus (Deficit)										
Beginning Cumulative Surplus (Deficit)	\$ 73,765	\$ 360,914		\$ 242,832	\$ 380,421		\$ 265,882	\$ 478,278		\$ 374,603
Annual Increase/(Decrease)	287,149	(118,082)		137,589	(114,539)		212,396	(103,675)		177,933
Ending Cumulative Surplus (Deficit)	\$ 360,914	242,832		\$ 380,421	\$ 265,882		\$ 478,278	\$ 374,603		\$ 552,536
Statistical Information										
Number of Licenses for Indirect calculation	2,041	2,090		1,968	1,889		2,179	2,598		2,663
Additional information: <ul style="list-style-type: none"> General fund dollars were received in FY21-FY23 to offset increases in personal services and help prevent programs from going into deficit or increase fees. Most recent fee change: Fee reduction FY20 Annual license fee analysis will include consideration of other factors such as board and licensee input, potential investigation load, court cases, multiple license and fee types under one program, and program changes per AS 08.01.065. 										

Department of Commerce Community, and Economic Development
Corporations, Business and Professional Licensing

Summary of All Professional Licensing

Schedule of Revenues and Expenditures

Appropriation Name (Ex)	(Multiple Items)
Sub Unit	(All)
PL Task Code	PHY1

Sum of Budgetary Expenditures	Object Type Name (Ex)			
Object Name (Ex)	1000 - Personal Services	2000 - Travel	3000 - Services	Grand Total
1011 - Regular Compensation	89,835.07			89,835.07
1014 - Overtime	100.35			100.35
1023 - Leave Taken	12,602.12			12,602.12
1028 - Alaska Supplemental Benefit	6,295.96			6,295.96
1029 - Public Employee's Retirement System Defined Benefits	9,165.32			9,165.32
1030 - Public Employee's Retirement System Defined Contribution	3,499.97			3,499.97
1034 - Public Employee's Retirement System Defined Cont Health Reim	2,656.32			2,656.32
1035 - Public Employee's Retirement Sys Defined Cont Retiree Medical	664.29			664.29
1037 - Public Employee's Retirement Sys Defined Benefit Unfnd Liab	9,764.01			9,764.01
1040 - Group Health Insurance	31,333.35			31,333.35
1041 - Basic Life and Travel	11.69			11.69
1042 - Worker's Compensation Insurance	553.02			553.02
1047 - Leave Cash In Employer Charge	2,366.25			2,366.25
1048 - Terminal Leave Employer Charge	1,638.85			1,638.85
1053 - Medicare Tax	1,421.08			1,421.08
1077 - ASEA Legal Trust	108.88			108.88
1079 - ASEA Injury Leave Usage	9.69			9.69
1080 - SU Legal Trst	61.20			61.20
2001 - In-State Employee Surface Transportation		179.47		179.47
2002 - In-State Employee Lodging		1,913.44		1,913.44
2003 - In-State Employee Meals and Incidentals		270.00		270.00
2005 - In-State Non-Employee Airfare		930.72		930.72
2006 - In-State Non-Employee Surface Transportation		72.00		72.00
2007 - In-State Non-Employee Lodging		2,290.68		2,290.68
2008 - In-State Non-Employee Meals and Incidentals		886.70		886.70
2010 - In-State Non-Employee Non-Taxable Reimbursement		889.50		889.50
2013 - Out-State Employee Surface Transportation		65.51		65.51
2015 - Out-State Employee Meals and Incidentals		220.50		220.50
2020 - Out-State Non-Employee Meals and Incidentals		746.50		746.50
2022 - Out-State Non-Employee Non-Taxable Reimbursement		190.64		190.64
2970 - Travel Cost Transfer		-		-
3002 - Memberships			1,688.00	1,688.00
3035 - Long Distance			13.70	13.70
3045 - Postage			61.08	61.08
3046 - Advertising			1,312.05	1,312.05
3085 - Inter-Agency Mail			338.16	338.16
3088 - Inter-Agency Legal			972.03	972.03
3970 - Contractual Transfer			-	-
Grand Total	172,087.42	8,655.66	4,385.02	185,128.10

FY 2024 CBPL COST ALLOCATIONS

Name	Task Code	Direct Revenues	General Fund Received	3rd Party Reimbursement	Total Revenues	Direct Expense	Percentage of board licenses/total licensees:	Department certified transactions % by Fiscal Revenue \$	Indirect Expense (Total Non-PCN Allocated)	Percentage of program direct Personal Services:	Total Indirect Expenses	Total Expenses	2024 Annual Surplus (Deficit)
Acupuncture	ACU1	\$ 5,359		\$ -	\$ 5,359	\$ 6,651	\$ 2,954	\$ 416	\$ 3,370	1,864	\$ 5,234	\$ 11,885	\$ (6,526)
Architects, Engineer	AEL1	\$ 971,065	\$ 466	\$ 4,427	\$ 975,958	\$ 337,247	202,200	\$ 3,681	205,881	84,564	290,445	627,692	348,266
Athletic Trainers	ATH1	\$ 5,900		\$ -	\$ 5,900	\$ 1,642	1,840	\$ 261	2,101	437	2,538	4,180	1,720
Audiology and Speech Pathologists	AUD1	\$ 55,607		\$ -	\$ 55,607	\$ 41,069	26,976	\$ 1,880	28,856	12,458	41,314	82,383	(26,776)
Barbers & Hairdressers	BAH1	\$ 1,146,245	\$ 958	\$ -	\$ 1,147,203	\$ 364,706	195,618	\$ 4,252	199,870	99,546	299,416	664,122	483,081
Behavior Analysts	BEV1	\$ 4,892		\$ -	\$ 4,892	\$ 8,861	3,161	\$ 799	3,960	2,422	6,382	15,243	(10,351)
Chiropractors	CHI1	\$ 22,988	\$ 4,957	\$ -	\$ 27,945	\$ 194,286	8,500	\$ 970	9,470	37,466	46,936	241,222	(213,277)
Collection Agencies	COA1	\$ 48,065		\$ -	\$ 48,065	\$ 11,743	18,476	\$ 1,072	19,548	3,347	22,895	34,638	13,427
Concert Promoters	CPR1	\$ 2,513		\$ -	\$ 2,513	\$ 44	622	\$ 139	761	13	774	818	1,695
Construction Contractors	CON1	\$ 413,740	\$ 255	\$ -	\$ 413,995	\$ 607,170	228,891	\$ 4,012	232,903	101,040	333,943	941,113	(527,118)
Home Inspectors	HIN1	\$ 20,180		\$ -	\$ 20,180	\$ 19,253	3,006	\$ 840	3,846	5,846	9,692	28,945	(8,765)
Dental	DEN1	\$ 206,952	\$ 2,075	\$ -	\$ 209,027	\$ 350,066	60,378	\$ 3,946	64,324	92,699	157,023	507,089	(298,062)
Dietitians/Nutritionists	DTN1	\$ 28,075		\$ -	\$ 28,075	\$ 24,885	12,283	\$ 1,301	13,584	7,561	21,145	46,030	(17,955)
Direct Entry Midwife	MID1	\$ 12,949	\$ 914	\$ -	\$ 13,863	\$ 24,961	1,140	\$ 546	1,686	1,582	3,268	28,229	(14,366)
Dispensing Opticians	DOP1	\$ 9,500		\$ -	\$ 9,500	\$ 24,239	4,353	\$ 958	5,311	7,361	12,672	36,911	(27,411)
Electrical Administrator	EAD1	\$ 164,215		\$ -	\$ 164,215	\$ 96,254	25,058	\$ 2,202	27,260	18,821	46,081	142,335	21,880
Euthanasia Services	EUT1	\$ 300		\$ -	\$ 300	\$ 488	363	\$ 37	400	148	548	1,036	(736)
Geologists	GEO1	\$ 350		\$ -	\$ 350	\$ 991	285	\$ 342	627	298	925	1,916	(1,566)
Guardians/Conservators	GCO1	\$ 4,977		\$ -	\$ 4,977	\$ 6,758	622	\$ 326	948	1,933	2,881	9,639	(4,662)
Guide-Outfitters	GUI1	\$ 1,097,850	\$ 800	\$ -	\$ 1,098,650	\$ 434,101	45,244	\$ 3,449	48,693	117,814	166,507	600,608	498,042
Marine Pilots	MAR1	\$ 30,150	\$ 742	\$ -	\$ 30,892	\$ 85,392	3,498	\$ 1,500	4,998	15,288	20,286	105,678	(74,786)
Foreign Pleasure Craft	FPC1	\$ 23,440		\$ -	\$ 23,440		-	\$ 334	334		334	334	23,106
Marital & Family Therapy	MFT1	\$ 33,128		\$ -	\$ 33,128	\$ 29,916	4,250	\$ 758	5,008	8,621	13,629	43,545	(10,417)
Massage Therapists	MAS1	\$ 353,315	\$ 1,021	\$ 178	\$ 354,514	\$ 225,078	35,967	\$ 2,503	38,470	57,185	95,655	320,733	33,781
Mechanical Administrator	MEC1	\$ 109,585		\$ -	\$ 109,585	\$ 95,639	15,729	\$ 1,362	17,091	15,341	32,432	128,071	(18,486)
Medical	MED1	\$ 852,030	\$ 40,368	\$ 1,071	\$ 893,469	\$ 1,707,753	198,909	\$ 4,436	203,345	279,194	482,539	2,190,292	(1,296,823)
Mortuary Science	MOR1	\$ 2,905		\$ -	\$ 2,905	\$ 8,230	3,680	\$ 424	4,104	2,420	6,524	14,754	(11,849)
Naturopaths	NAT1	\$ 66,660		\$ -	\$ 66,660	\$ 4,147	1,322	\$ 228	1,550	1,194	2,744	6,891	59,769
Nurse Aides	NUA1	\$ 359,415	\$ 421	\$ 205	\$ 360,041	\$ 101,931	87,975	\$ 2,842	90,817	19,838	110,655	212,586	147,455
Nursing	NUR1	\$ 1,810,803	\$ 9,233	\$ 4,083	\$ 1,824,119	\$ 1,843,890	696,235	\$ 4,599	700,834	444,309	1,145,143	2,989,033	(1,164,914)
Nursing Home Administrators	NHA1	\$ 3,145		\$ -	\$ 3,145	\$ 2,044	1,399	\$ 163	1,562	13	1,575	3,619	(474)
Optometry	OPT1	\$ 26,892	\$ 15	\$ 1,500	\$ 28,407	\$ 41,753	6,452	\$ 1,272	7,724	11,689	19,413	61,166	(32,759)
Pawnbrokers	PAW1	\$ 3,350		\$ -	\$ 3,350	\$ 4,222	544	\$ 208	752	1,283	2,035	6,257	(2,907)
Pharmacy	PHA1	\$ 1,256,105	\$ 120,240	\$ 1,588	\$ 1,377,933	\$ 658,578	177,660	\$ 4,664	182,324	182,464	364,788	1,023,366	354,567
Physical/Occupational Therapy	PHY1	\$ 487,089	\$ 71	\$ 264	\$ 487,424	\$ 185,128	69,007	\$ 3,054	72,061	52,302	124,363	309,491	177,933
Prescription Drug Monitoring Program	PDMP	\$ 20		\$ 2,976	\$ 2,996	\$ 1,721	-	\$ -	-	-	-	1,721	1,275
Professional Counselors	PCO1	\$ 294,869	\$ 326	\$ -	\$ 295,195	\$ 204,504	31,536	\$ 2,988	34,524	57,157	91,681	296,185	(990)
Psychology	PSY1	\$ 33,220	\$ 553	\$ -	\$ 33,773	\$ 173,098	9,381	\$ 1,614	10,995	48,200	59,195	232,293	(198,520)
Public Accountancy	CPA1	\$ 600,898	\$ 1,154	\$ 8,980	\$ 611,032	\$ 318,407	45,711	\$ 1,953	47,664	82,926	130,590	448,997	162,035
Real Estate	REC1	\$ 639,645	\$ 4,859	\$ -	\$ 644,504	\$ 391,392	107,928	\$ 1,985	109,913	81,767	191,680	583,072	61,432
Real Estate Appraisers	APR1	\$ 75,640	\$ 111	\$ -	\$ 75,751	\$ 104,135	10,598	\$ 1,171	11,769	27,534	39,303	143,438	(67,687)
Social Workers	CSW1	\$ 428,284	\$ 413	\$ 568	\$ 429,265	\$ 197,753	37,030	\$ 3,184	40,214	57,580	97,794	295,547	133,718
Storage Tank Workers	UST1	\$ 7,730		\$ -	\$ 7,730	\$ 11,150	1,788	\$ 514	2,302	3,389	5,691	16,841	(9,111)
Veterinary	VET1	\$ 56,611	\$ 157	\$ 1,037	\$ 57,805	\$ 147,383	22,467	\$ 1,712	24,179	42,878	67,057	214,440	(156,635)
No longer existent board/commission (ie Athletic)			\$ -									-	-
Totals All Boards		\$ 11,776,651	\$ 190,109	\$ 26,877	\$ 11,993,637	\$ 9,098,659	\$ 2,411,036	\$ 74,897	\$ 2,485,933	\$ 2,089,792	\$ 4,575,725	\$ 13,674,384	\$ (1,680,747)

ABL & Corporations	DA0801005	\$ 4,372,277	\$ -	\$ 4,372,277	\$ 405,904	\$ 1,249,390	\$ 10,213	\$ 1,259,603	\$ 238,098	\$ 1,497,701	\$ 1,903,605
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DIVISION INDIRECT EXPENSES	Total	Prof Lic	Corp & Bus Lic
Percentage of program direct Personal Services:			
Business Supplies	25,873	25,788	85
Office Equipment	57,608	55,009	2,599
State Vehicles	5,220	4,594	626
Storage and Archives	16,130	13,559	2,571
Legal Support	49,391	49,391	-
Central Mail Services Postage	48,961	23,719	25,242
Software Licensing and Maintenance	117,711	117,711	-
Division Administrative Expenses - all other	311,628	307,788	3,840
Division allocated by percentage of direct personal services:	632,522	597,559	34,963
Percentage of board licenses/total licensees:			
Investigations indirect Personal Services	437,677	409,626	28,051
Division Administration Personal Services	2,828,868	1,654,796	1,174,073
Division allocated by percentage of board licenses/total licensees:	3,266,545	2,064,422	1,202,124
Total Division Indirect Expenses	3,899,067	2,661,981	1,237,087
DEPARTMENT INDIRECT EXPENSES	Total	Prof Lic	Corp & Bus Lic
Percentage of program direct Personal Services:			
Commissioner's Office	289,356	254,633	34,723
Administrative Services - Director's Office	73,527	64,704	8,823
Administrative Services - Human Resources	71,235	62,687	8,548
Administrative Services - Fiscal	102,783	90,449	12,334
Administrative Services - Budget	66,633	58,637	7,996
Administrative Services - Information Technology	322,717	283,991	38,726
Administrative Services - Information Technology - Network & Database	-	-	-
Administrative Services - Mail	13,230	11,642	1,588
Administrative Services - Facilities - Maintenance	-	-	-
Department allocated by percentage of direct personal services:	939,481	826,743	112,738
Percentage of board licenses/total licensees:			
Department administrative services support: Fiscal, IT, Procurement	393,880	346,614	47,266
Receipting transaction % by Personal Services:			
Department certified transactions % by Fiscal Revenue \$	85,110	74,897	10,213
Total DEPARTMENT INDIRECT EXPENSES	1,418,471	1,248,254	170,217
STATEWIDE INDIRECT EXPENSES	Total	Prof Lic	Corp & Bus Lic
Percentage of program direct Personal Services:			
Accounting and Payroll Systems	81,101	71,369	9,732
State Owned Building Rental (Building Leases)	258,230	227,242	30,988
State OIT Server Hosting & Storage	7,792	6,857	935
State OIT SQL	6,958	6,432	526
State Software Licensing	-	-	-
Human Resources	69,278	60,965	8,313
IT Non-Telecommunications (Core Cost)	297,578	261,869	35,709
IT Telecommunications	32,270	28,398	3,872
Risk Management	2,680	2,358	322
Statewide allocated by percentage of direct personal services:	755,887	665,490	90,397
FY24 TOTALS BY METHODOLOGY	Total	Prof Lic	Corp & Bus Lic
Percentage of program direct Personal Services:	2,327,890	2,089,792	238,098
Percentage of board licenses/total licensees:	3,660,426	2,411,036	1,249,390
Receipting transaction % by Personal Services:	85,110	74,897	10,213
Grand Total	6,073,426	4,575,725	1,497,701

State Physical Therapy and Occupational Therapy Board	FY 18		FY 19	Biennium	FY 20		FY 21	Biennium	FY 22		FY 23	Biennium	FY 24		FY 25 1st QTR								
<u>Revenue</u>																							
Revenue from License Fees	\$	405,168	\$	125,615	\$	530,783	\$	373,380	\$	111,935	\$	485,315	\$	412,136	\$	151,228	\$	563,364	\$	487,089	\$	32,010	
General Fund Received														\$	8,330	\$	2,253		10,583	\$	71	\$	-
Allowable Third Party Reimbursements		1,064		724		1,788		\$	-	\$	-		-	\$	-	\$	-		-	\$	264	\$	395
TOTAL REVENUE	\$	406,232	\$	126,339	\$	532,571	\$	373,380	\$	111,935	\$	485,315	\$	420,466	\$	153,481	\$	573,947	\$	487,424	\$	32,405	
<u>Expenditures</u>																							
Non Investigation Expenditures																							
1000 - Personal Services		99,174		105,699		204,873		115,962		117,814		233,776		100,319		107,895		208,214		160,914		32,869	
2000 - Travel		5,869		4,909		10,778		1,679		-		1,679		-		4,804		4,804		8,656		-	
3000 - Services		4,345		3,639		7,984		5,682		4,074		9,756		3,156		2,745		5,901		4,348		-	
4000 - Commodities		252		15		267		-		-		-		-		-		-		-		-	
5000 - Capital Outlay		-		-		-		-		-		-		-		-		-		-		-	
Total Non-Investigation Expenditures		109,640		114,262		223,902		123,323		121,888		245,211		103,475		115,444		218,919		173,917		32,869	
Investigation Expenditures																							
1000-Personal Services		9,443		20,087		29,530		9,469		12,375		21,844		6,369		28,283		34,652		11,174		6,389	
2000 - Travel				1,029		1,029		-		-		-		-		-		-		-		-	
3023 - Expert Witness		-		-		-		-		-		-		-		-		-		-		-	
3088 - Inter-Agency Legal		-		829		829		1,049		42		1,091		-		-		-		-		-	
3094 - Inter-Agency Hearing/Mediation		-		-		-		-		-		-		-		-		-		-		-	
3000 - Services other				758		758		23		23		46		23		19		42		37		-	
4000 - Commodities				-		-		-		-		-		-		-		-		-		-	
Total Investigation Expenditures		9,443		22,703		32,146		10,541		12,440		22,981		6,392		28,302		34,694		11,211		6,389	
Total Direct Expenditures		119,083		136,965		256,048		133,864		134,328		268,192		109,867		143,746		253,613		185,128		39,258	
Indirect Expenditures																							
Internal Administrative Costs		-		59,848		59,848		59,731		49,339		109,070		59,152		71,199		130,351		74,041		18,510	
Departmental Costs		-		34,499		34,499		25,671		24,939		50,610		25,641		27,401		53,042		33,666		8,417	
Statewide Costs		-		13,109		13,109		16,525		17,868		34,393		13,410		14,810		28,220		16,656		4,164	
Total Indirect Expenditures		-		107,456		107,456		101,927		92,146		194,073		98,203		113,410		211,613		124,363		31,091	
						-						-											
TOTAL EXPENDITURES	\$	119,083	\$	244,421	\$	363,504	\$	235,791	\$	226,474	\$	462,265	\$	208,070	\$	257,156	\$	465,226	\$	124,363	\$	31,091	
<u>Cumulative Surplus (Deficit)</u>																							
Beginning Cumulative Surplus (Deficit)	\$	73,765	\$	360,914			\$	242,832	\$	380,421			\$	265,882	\$	478,278			\$	374,603	\$	737,664	
Annual Increase/(Decrease)		287,149		(118,082)				137,589		(114,539)				212,396		(103,675)				363,061		1,314	
Ending Cumulative Surplus (Deficit)	\$	360,914		242,832			\$	380,421	\$	265,882			\$	478,278	\$	374,603			\$	737,664	\$	738,978	
<u>Statistical Information</u>																							
Number of Licenses for Indirect calculation		2,041		2,090				1,968		1,889				2,179		2,598				2,663			
<u>Additional information:</u>																							
• General fund dollars were received in FY21-FY24 to offset increases in personal services and help prevent programs from going into deficit or increase fees.																							
• Most recent fee change: Fee reduction FY20																							
• Annual license fee analysis will include consideration of other factors such as board and licensee input, potential investigation load, court cases, multiple license and fee types under one program, and program changes per AS 08.01.065.																							

Appropriation Name (Ex)	(Multiple Items)
Sub Unit	(All)
PL Task Code	PHY1

Sum of Budgetary Expenditures	Object Type Name (Ex)	
Object Name (Ex)	1000 - Personal Services	Grand Total
1011 - Regular Compensation	22,939.79	22,939.79
1023 - Leave Taken	1,713.50	1,713.50
1028 - Alaska Supplemental Benefit	1,513.20	1,513.20
1029 - Public Employee's Retirement System Defined Benefits	2,073.52	2,073.52
1030 - Public Employee's Retirement System Defined Contribution	862.19	862.19
1034 - Public Employee's Retirement System Defined Cont Health Reim	546.30	546.30
1035 - Public Employee's Retirement Sys Defined Cont Retiree Medical	136.52	136.52
1037 - Public Employee's Retirement Sys Defined Benefit Unfnd Liab	2,858.33	2,858.33
1040 - Group Health Insurance	5,096.27	5,096.27
1042 - Worker's Compensation Insurance	128.69	128.69
1047 - Leave Cash In Employer Charge	569.64	569.64
1048 - Terminal Leave Employer Charge	394.86	394.86
1053 - Medicare Tax	344.61	344.61
1069 - SU Business Leave Bank Contributions	38.78	38.78
1077 - ASEA Legal Trust	22.74	22.74
1079 - ASEA Injury Leave Usage	8.56	8.56
1080 - SU Legal Trst	10.24	10.24
Grand Total	39,257.74	39,257.74

Department of Commerce Community, and Economic Development
Corporations, Business and Professional Licensing

Summary of All Professional Licensing
Schedule of Revenues and Expenditures

State Physical Therapy and Occupational Therapy Board	FY 18 FY 19 Biennium			FY 20 FY 21 Biennium			FY 22 FY 23 Biennium			FY 25	
										FY 24	1st & 2nd QTR
Revenue											
Revenue from License Fees	\$ 405,168	\$ 125,615	\$ 530,783	\$ 373,380	\$ 111,935	\$ 485,315	\$ 412,136	\$ 151,228	\$ 563,364	\$ 487,089	\$ 62,950
General Fund Received				\$ -	\$ -	\$ -	\$ 8,330	\$ 2,253	10,583	\$ 71	\$ -
Allowable Third Party Reimbursements	1,064	724	1,788	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ 264	\$ 719
TOTAL REVENUE	\$ 406,232	\$ 126,339	\$ 532,571	\$ 373,380	\$ 111,935	\$ 485,315	\$ 420,466	\$ 153,481	\$ 573,947	\$ 487,424	\$ 63,669
Expenditures											
Non Investigation Expenditures											
1000 - Personal Services	99,174	105,699	204,873	115,962	117,814	233,776	100,319	107,895	208,214	160,914	72,167
2000 - Travel	5,869	4,909	10,778	1,679	-	1,679	-	4,804	4,804	8,656	(239)
3000 - Services	4,345	3,639	7,984	5,682	4,074	9,756	3,156	2,745	5,901	4,348	2,701
4000 - Commodities	252	15	267	-	-	-	-	-	-	-	-
5000 - Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Non-Investigation Expenditures	109,640	114,262	223,902	123,323	121,888	245,211	103,475	115,444	218,919	173,917	74,629
Investigation Expenditures											
1000-Personal Services	9,443	20,087	29,530	9,469	12,375	21,844	6,369	28,283	34,652	11,174	9,467
2000 - Travel		1,029	1,029	-	-	-	-	-	-	-	-
3023 - Expert Witness	-	-	-	-	-	-	-	-	-	-	-
3088 - Inter-Agency Legal	-	829	829	1,049	42	1,091	-	-	-	-	-
3094 - Inter-Agency Hearing/Mediation	-	-	-	-	-	-	-	-	-	-	-
3000 - Services other		758	758	23	23	46	23	19	42	37	1
4000 - Commodities	-	-	-	-	-	-	-	-	-	-	-
Total Investigation Expenditures	9,443	22,703	32,146	10,541	12,440	22,981	6,392	28,302	34,694	11,211	9,468
Total Direct Expenditures	119,083	136,965	256,048	133,864	134,328	268,192	109,867	143,746	253,613	185,128	84,097
Indirect Expenditures											
Internal Administrative Costs	-	59,848	59,848	59,731	49,339	109,070	59,152	71,199	130,351	74,041	37,021
Departmental Costs	-	34,499	34,499	25,671	24,939	50,610	25,641	27,401	53,042	33,666	16,833
Statewide Costs	-	13,109	13,109	16,525	17,868	34,393	13,410	14,810	28,220	16,656	8,328
Total Indirect Expenditures	-	107,456	107,456	101,927	92,146	194,073	98,203	113,410	211,613	124,363	62,182
TOTAL EXPENDITURES	\$ 119,083	\$ 244,421	\$ 363,504	\$ 235,791	\$ 226,474	\$ 462,265	\$ 208,070	\$ 257,156	\$ 465,226	\$ 309,491	\$ 146,279
Cumulative Surplus (Deficit)											
Beginning Cumulative Surplus (Deficit)	\$ 73,765	\$ 360,914		\$ 242,832	\$ 380,421		\$ 265,882	\$ 478,278		\$ 374,603	\$ 552,536
Annual Increase/(Decrease)	287,149	(118,082)		137,589	(114,539)		212,396	(103,675)		177,933	(82,610)
Ending Cumulative Surplus (Deficit)	\$ 360,914	242,832		\$ 380,421	\$ 265,882		\$ 478,278	\$ 374,603		\$ 552,536	\$ 469,926
Statistical Information											
Number of Licenses for Indirect calculation	2,041	2,090		1,968	1,889		2,179	2,598		2,663	
Additional information:											
<ul style="list-style-type: none"> General fund dollars were received in FY21-FY24 to offset increases in personal services and help prevent programs from going into deficit or increase fees. Most recent fee change: Fee reduction FY20 Annual license fee analysis will include consideration of other factors such as board and licensee input, potential investigation load, court cases, multiple license and fee types under one program, and program changes per AS 08.01.065. 											

Department of Commerce Community, and Economic Development
Corporations, Business and Professional Licensing

Appropriation Name (Ex)	Summary of All Professional Licensing
Sub Unit	(Multiple Items)
PL Task Code	(All)
	PHY1

Sum of Budgetary Expenditures	Object Type Name (Ex)			
Object Name (Ex)	1000 - Personal Services	2000 - Travel	3000 - Services	Grand Total
1011 - Regular Compensation	44,871.90			44,871.90
1023 - Leave Taken	4,963.92			4,963.92
1028 - Alaska Supplemental Benefit	3,059.05			3,059.05
1029 - Public Employee's Retirement System Defined Benefits	3,023.67			3,023.67
1030 - Public Employee's Retirement System Defined Contribution	1,995.41			1,995.41
1034 - Public Employee's Retirement System Defined Cont Health Reim	1,217.60			1,217.60
1035 - Public Employee's Retirement Sys Defined Cont Retiree Medical	315.90			315.90
1037 - Public Employee's Retirement Sys Defined Benefit Unfnd Liab	6,662.71			6,662.71
1040 - Group Health Insurance	12,471.74			12,471.74
1042 - Worker's Compensation Insurance	272.40			272.40
1047 - Leave Cash In Employer Charge	1,151.43			1,151.43
1048 - Terminal Leave Employer Charge	797.52			797.52
1053 - Medicare Tax	692.41			692.41
1069 - SU Business Leave Bank Contributions	38.78			38.78
1077 - ASEA Legal Trust	48.91			48.91
1079 - ASEA Injury Leave Usage	8.56			8.56
1080 - SU Legal Trst	18.43			18.43
1970 - Personal Services Transfer	23.90			23.90
2009 - In-State Non-Employee Taxable Per Diem			32.00	32.00
2013 - Out-State Employee Surface Transportation			29.51	29.51
2015 - Out-State Employee Meals and Incidentals			159.50	159.50
2016 - Out-State Employee Reimbursable Travel Costs			70.00	70.00
2020 - Out-State Non-Employee Meals and Incidentals			159.50	159.50
2022 - Out-State Non-Employee Non-Taxable Reimbursement			28.74	28.74
2970 - Travel Cost Transfer		(718.65)		(718.65)
3002 - Memberships			1,632.50	1,632.50
3045 - Postage			5.52	5.52
3085 - Inter-Agency Mail			3.15	3.15
3100 - Inter-Agency Safety			1,061.50	1,061.50
Grand Total	81,634.24	(239.40)	2,702.67	84,097.51

The Alaska State Physical Therapy and Occupational Therapy Board (PTOT Board) is seeking legislation to create an EXECUTIVE ADMINISTRATOR.

Boards may choose to seek a dedicated professional-level position called an Executive Administrator to support their licensing program. Executive administrators are employed by the division and report to the deputy director. They work closely with the board chair and perform day-to-day activities that support the licensing program and board projects, such as shepherding regulations, interacting with stakeholders, presenting at conferences, testifying on legislation, and interacting with attorneys on board matters. Executive administrators may supervise other division staff, such as licensing examiners or administrative assistants. Depending on the size and complexity of the program, the executive administrator will likely replace the existing program coordinators(s); since they are shared staff, they will turn their attentions to other programs without this level of staffing.

Alaska boards with executive administrators: AELS, Marine Pilots (shared with Big Game Commercial Services), Medical, Nursing, Pharmacy, Public Accountancy, Real Estate Commission (shared with Real Estate Appraisers). A Range 23A in partially exempt service will cost approximately \$155,868; \$98,943 in salary and \$56,925 in benefits.

Revenue and Expenditures for the PTOT Board can be found on page 37 [FY2025 Quarter One Schedule of Revenues and Expenditures](#): See statement

Justification for an Alaska State Physical Therapy and Occupational Therapy Board Executive Administrator.

1. The Physical Therapy and Occupational Therapy Board has experienced a 27% increase of licensee processing in FY24 as compared to FY23. This is expected to increase with the implementation of the PT Compact/SB74
2. The Physical Therapy and Occupational Therapy Board has experienced a 50% increase in required board and board committee meetings in the past two years as compared to prior years due to increasing statutory and regulatory upgrades driven by an increase of industry/licensee correspondence questions requiring legal interpretation
3. The Physical Therapy and Occupational Therapy Board has experienced an increase in work task involving the attendance of the licensing examiner, taking and typing of minutes by the licensing examiner, and public noticing for all full board, committee and workgroup meetings by the licensing examiner.
4. The Physical Therapy and Occupational Therapy Board has an antiquated practice act consisting of statutes and administrative codes that were last updated overall in the early to mid-1990s. The Board has been successful in the past two years of passing HB 99 (32nd Legislature (2021-2022) a Bill pertaining to updating industry terms with regard to the practice of physical therapists, physical therapist assistants, occupational therapists and occupational therapist assistants. It also updated credentialing and qualification requirements for Foreign Educated therapists in the State of Alaska.
5. The Physical Therapy and Occupational Therapy Board was successful in passing SB74 An Act relating to an interstate physical therapy licensure compact; relating to the licensure of physical therapists, physical therapist assistants, occupational therapists, and occupational therapy assistants; and providing for an effective date which will improve administrative flow of the

board for licensee application process as well as improve patient access and safety to more qualified licensees in the state of Alaska.

Board of Physical Therapy and Occupational Therapy *(Has a R23 EA, though the salary may be higher if the EA is a physical therapist or occupational therapist.)*

Sec. 08.80.270 _____ . EXECUTIVE ADMINISTRATOR OF THE BOARD.

(a) AS 08.36.xxx. EXECUTIVE ADMINISTRATOR OF THE BOARD.

(a) The Department of Commerce, Community, and Economic Development, with the approval of the board, shall employ an executive administrator to carry out the duties established under (b) of this section. The executive administrator is the principal executive officer of the board. The executive administrator is in the partially exempt service under AS 39.25.120 and is entitled to receive a monthly salary equal to a step in Range 23 on the salary schedule set out in AS 39.27.011(a). (b)

If the executive administrator has a physical therapist or occupational therapist license, the executive administrator is entitled to a monthly salary based on the salary classification for physical therapists or occupational therapists. This position may not be filled by a person holding a physical therapy assistant or occupational therapist assistant license.

(b) The executive administrator shall perform duties as prescribed by the board to include but not limited to:

- Perform a wide variety of administrative assignments necessary to ensure qualified individuals are issued professional licenses for physical therapists, physical therapist assistants, occupational therapists, and occupational therapist assistants.
- Collaborate with the PT compact to assure all compact privilege applications are processed appropriately and according to Compact and state requirements
- Perform duties to include managing applicant files in a variety of formats, utilizing the in-house professional licensing database effectively, communicating with licensees verbally and in writing, and ensuring supplemental documentation is accurate, complete, and compliant with licensing standards. Licensing examiners are often the primary point of contact for the public and serve as a liaison between the division and applicants.
- Attend all Board meetings, all committee, workgroup and subcommittee meetings, take minutes at all meetings, type up all minutes, post public notices as required, coordinate industry collaboration w/ the board as required.
- Perform duties associated with regulation of licensees under this chapter as prescribed by the board
- Serve as a liaison to the legislative and executive branches of state government, the media, and the Alaska state physical therapy and occupational board.
- Serve exclusively to the physical therapy and occupational therapy board and shall not serve in any capacity to any other boards.

**Chapter 54. State Physical Therapy and
Occupational Therapy Board.**

(Words in **boldface and underlined** indicate language being added; words [CAPITALIZED AND BRACKETED] indicate language being deleted.)

12 AAC 54.is amended by adding a new section to Article 1:

12 AAC 54.505 Standards of practice for dry needling for physical therapists. (a) To perform dry needling, a licensed physical therapist shall

(1) be able to demonstrate to the board that the physical therapist has completed graduate or post graduate training in dry needling that must meet either the American Physical Therapy Association (APTA) Guidelines, or the Federation of State Boards of Physical Therapists (FSBPT) Standards or other state physical therapy boards guidelines and must include

(A) didactic instructions and courses in indications, contraindications, emergency preparedness and response, potential risks, proper hygiene, proper use and disposal of needles, and appropriate selection of patients;

(B) a written examination; and

(C) supervised, face-to-face, hands-on training and a practical examination;

(2) perform a physical therapy evaluation, assessment, and reassessment of the patient with a diagnosis pertinent for each dry needling session; and

(3) obtain and document informed consent from the patient or the patient's representative as set out in Principle 2 of the *State Physical Therapy and Occupational Therapy Board Principles of Practice*, dated March 2015. The informed consent shall include the risks and benefits of the dry needling intervention, and the patient's understanding and acceptance of the intervention.

(b) A licensed physical therapist performing dry needling must be able to provide written documentation, upon request by the board, which substantiates appropriate training as required by this section. Failure to provide written documentation may result in disciplinary action.

(c) A licensed physical therapist shall not perform dry needling beyond the scope of the highest level of the physical therapist's training.

12 AAC 54.is amended by adding a new section to Article 5:

12 AAC 54.805 Scope of practice relating to dry needling for occupational therapists. (a) To perform dry needling, a licensed occupational therapist shall

(1) have obtained a graduate or post graduate didactic education specializing in dry needling that must include:

(A) training courses approved by the American Occupational Therapy Association (OTA) and designated as OTA approved provider programs, or the American Physical Therapy Association (APTA) guidelines, or the Federation of State Boards of Physical Therapists (FSBPT) Standards, or other state physical therapy boards or state physical therapy association guidelines, or occupational therapy state boards or state occupational therapy associations guidelines, in indications, contraindications, emergency preparedness and response, potential risks, proper hygiene, proper use and disposal of needles, and appropriate selection of patients;

(B) a written examination; and

(C) supervised, face-to-face, hands-on training and a practical examination;

(2) independently perform an occupational therapy evaluation, assessment and reassessment, and develop the intervention the treatment plan of the patient for each dry needling session; and

(3) obtain and document informed consent from the patient or the patient's representative as set out in Principle 2 of the *State Physical Therapy and Occupational Therapy Board Principles of Practice*, dated March 2015. The informed consent shall include the risks and benefits of the dry needling intervention, and the patient's understanding and acceptance of the intervention.

(b) A licensed occupational therapist performing dry needling must be able to provide written documentation, upon request by the board, which substantiates appropriate training as required by this section. Failure to provide written documentation may result in disciplinary action.

(c) A licensed occupational therapist shall not perform dry needling beyond the scope of the highest level of the occupational therapist's training.

Rational for Recommended wording changes to current Regulation:

Number 1 on Page 1-Change "And" to "Or". If you don't do this then it is written to require a full PT or OT evaluation each and every visit. An evaluation is a very specific performance task and is only required during the initial visit of a patient, following a hospitalization or change in status. Most visits only require an ongoing assessment and or re-assessment. I think we need to be careful here not to be requiring the wrong thing and the documentation that comes along with it on each and every DN visit. I believe something to the effect of what the FSBPT has noted eg that "

"DN must be performed by a licensed physical therapist as it requires the clinical assessment skills that are not included in a physical therapist assistants training"

Number 2 on Page 1-Add the words "alternate treatment options". FSBPT consent recommendations for all such treatments must include informing the patient of similar or alternate treatment options to accomplish the desired outcome.

Number 1, 2, & 3 on Page 2 are all related to making the OT regulations mirror closely to the PT in format and wording. I believe it adds to confusion if they are substantively different.

Number 3 being included in the list of entities that need to provide approval make it seem like the entire graduate and post graduate training/courses are only in "indications, contraindications, emergency preparedness and response, potential risks, proper hygiene, proper use and disposal of needles, and appropriate patient selection." This sentence needs to be pulled out of that paragraph and listed just as it was in the PT regulation as "must include" this.

**Chapter 54. State Physical Therapy and
Occupational Therapy Board.**

(Words in **boldface and underlined** indicate language being added; words [CAPITALIZED AND BRACKETED] indicate language being deleted.)

12 AAC 54. is amended by adding a new section to Article 1:

12 AAC 54.505 Standards of practice for dry needling for physical therapists. (a) To perform dry needling, a licensed physical therapist shall

(1) be able to demonstrate to the board that the physical therapist has completed graduate or post graduate training in dry needling that must meet either the American Physical Therapy Association (APTA) Guidelines, or the Federation of State Boards of Physical Therapists (FSBPT) Standards or other state physical therapy boards guidelines and must include

(A) didactic instructions and courses in indications, contraindications, emergency preparedness and response, potential risks, proper hygiene, proper use and disposal of needles, and appropriate selection of patients;

(B) a written examination; and


(C) supervised, face-to-face, hands-on training and a practical examination;

(2) perform a physical therapy evaluation, assessment, ^[1] and reassessment of the patient with a diagnosis pertinent for each dry needling session; and


(3) obtain and document informed consent from the patient or the patient's representative as set out in Principle 2 of the *State Physical Therapy and Occupational Therapy Board Principles of Practice*, dated March 2015. ^[2] The informed consent shall include the risks and benefits of the dry needling intervention, and the patient's understanding and acceptance of the intervention.

Summary of Comments on Chapter 28

Page: 1

 Number: 1 Author: Tina Subject: Highlight Date: 2/24/2025 12:15:45 PM
Change to "OR"

 Author: Tina Subject: Sticky Note Date: 2/24/2025 12:16:50 PM
Add "alterntive treatment options"

 Number: 2 Author: Tina Subject: Highlight Date: 2/24/2025 12:16:50 PM

(b) A licensed physical therapist performing dry needling must be able to provide written documentation, upon request by the board, which substantiates appropriate training as required by this section. Failure to provide written documentation may result in disciplinary action.

(c) A licensed physical therapist shall not perform dry needling beyond the scope of the highest level of the physical therapist's training.

12 AAC 54.is amended by adding a new section to Article 5:

12 AAC 54.805 Scope of practice relating to dry needling for occupational

therapists. (a) To perform dry needling, a licensed occupational therapist shall

(1) have obtained a graduate or post graduate didactic education specializing in dry needling that must include:

(A) ¹training courses approved by the American Occupational Therapy Association (AOTA) and designated as AOTA approved provider programs, or ²the American Physical Therapy Association (APTA) guidelines, or the Federation of State Boards of Physical Therapists (FSBPT) Standards, or other state physical therapy boards or state physical therapy association guidelines, or occupational therapy state boards or state occupational therapy associations guidelines, ³in indications, contraindications, emergency preparedness and response, potential risks, proper hygiene, proper use and disposal of needles, and appropriate selection of patients;

(B) a written examination; and

(C) supervised, face-to-face, hands-on training and a practical examination;

Number: 1 Author: Tina Subject: Highlight Date: 2/24/2025 12:29:05 PM

Word the same as what the wording is for Physical Therapists.

eg (1) be able to demonstrate to the board that the occupational therapist has completed a graduate or post graduate training in dry needling that meets either approval by the American Occupational Therapy Association (AOTA) and be designated as an (AOTA) approved provider program, or meet guidelines of occupational therapy state boards or state occupational therapy associations and must include:

(A) Didactic instructions and courses in indications, contraindications, emergency preparedness and response, potential risks, proper hygiene, proper use and disposal of needles, and appropriate selection of patients;

(B) a written examination; and

(C) supervised, face to face, hands-on training, and a practical examination

Number: 2 Author: Tina Subject: Comment on Text Date: 2/24/2025 12:20:54 PM

Can we require Occupational Therapists to be governed by Physical Therapy organizations?

Number: 3 Author: Tina Subject: Highlight Date: 2/24/2025 12:22:07 PM

Make this separate from "(A)" eg. word the same as you did for the physical therapist as above


(2) ¹independently perform an occupational therapy evaluation, assessment ²³and reassessment, and develop the intervention the treatment plan of the patient for each dry needling session; and

(3) obtain and document informed consent from the patient or the patient's representative as set out in Principle 2 of the *State Physical Therapy and Occupational Therapy Board Principles of Practice*, dated March 2015. ⁴The informed consent shall include the risks and benefits of the dry needling intervention, and the patient's understanding and acceptance of the intervention.


(b) A licensed occupational therapist performing dry needling must be able to provide written documentation, upon request by the board, which substantiates appropriate training as required by this section. Failure to provide written documentation may result in disciplinary action.

(c) A licensed occupational therapist shall not perform dry needling beyond the scope of the highest level of the occupational therapist's training.


Page: 3


 Number: 1	Author: Tina	Subject: Highlight	Date: 2/24/2025 12:29:48 PM
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delete the word "independently"

 Number: 2	Author: Tina	Subject: Highlight	Date: 2/24/2025 12:30:05 PM
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Make this "OR"

 Number: 3	Author: Tina	Subject: Highlight	Date: 2/24/2025 12:29:51 PM
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 Number: 4	Author: Tina	Subject: Highlight	Date: 2/24/2025 12:30:37 PM
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Add "alternate treatment options"

Chapter 54. State Physical Therapy and

Occupational Therapy Board.

(Words in **boldface and underlined** indicate language being added; words [CAPITALIZED AND BRACKETED] indicate language being deleted.)

12 AAC 54.030(a)(4) is amended to read:

(4) **the jurisprudence questionnaire prepared by the board covering the provisions of AS 08.84 and this chapter with a passing score of 80%; and**

Commented [AO1]: I have updated all jurisprudence regulations so they are identical in wording and conform with the language already in use and adding the 80% passing score.

12 AAC 54.030(a)(5) is amended to read:

(5) proof of passing examination scores sent directly to the department from the Federation of State Boards of Physical Therapy (FSBPT) **as evidence of having met the requirements of AS 08.84.030(a) during the 24 months immediately before the date the application is received by the department; [.]** ~~For the purposes for temporary permits issued under 12 AAC 54.050 for applicants utilizing Supervised Service Delivery as defined in 12 AAC 54.535, applicants are also required to have the successful completion of the Supervised Service Delivery in addition to the National Physical Therapy Examination (NPTE)~~

Commented [AO2]: The original draft contained wording relating to temporary permits issued under supervised service delivery - section 54.030(a)(5) is not the appropriate section for this; it has been moved to 54.050 for relevance.

12 AAC 54.030(a) is amended by adding new paragraphs to read:

(6) verification of the applicant's licensure status, sent directly to the department from each jurisdiction where, if applicable, the applicant holds, or has ever held, a license to practice physical therapy; each verification must include an explanation of any disciplinary actions taken against the licensee; and

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(7) the applicant's fingerprint information, as set out under 12 AAC 54.905,
required under AS 08.030(a)(4).

(Eff. 10/30/82, Register 84; am 7/4/84, Register 90; am 9/26/91, Register 119; am 5/21/97,
Register 142; am 10/20/99, Register 152; am 2/17/2002, Register 161; am 8/18/2013, Register
207; am 9/29/2019, Register 231; am 8/7/2021, Register 239; am 3/27/2024, Register 249; am
____/____/____, Register _____)

Authority: AS 08.84.010 AS 08.84.030 AS 08.84.040

12 AAC 54.040(a)(1) is amended to read:

(1) substantially equivalent to a professional physical therapy education program
accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) that

includes supervised field

work, as defined under 12 AAC 54.070, documented completion of which

demonstrates complete compliance with the requirements of AS 08.84.032(a)(2); and

12 AAC 54.040(b)(4) is amended to read:

(4) the jurisprudence questionnaire prepared by the board covering the
provisions of AS 08.84 and this chapter with a passing score of 80% [AS PREPARED BY
THE BOARD];

12 AAC 54.040(b) is amended by adding a new paragraph to read:

(6) the applicant's fingerprint information, as set out under 12 AAC 54.905,
required under AS 08.84.032(a)(8).

Commented [A03]: I have updated each section requiring fingerprints so the wording is consistent throughout. I added a new section .905 to outline the process and purpose of the fingerprint requirements; each section refers back to .905 for uniformity.

Commented [A04]: I added this wording to connect the internship requirements under statute to the relevant portion of the applicant's education which the board accept as being sufficient for the purposes of an internship; the definition of "supervised field work" at 54.070 has been updated so it covers each statutorily required element of AS 08.84.032(a)(2). The only difference between regs is the citation to which relevant statute under which fingerprints are required in different situations.

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12 AAC 54.040(c) is repealed:

(c) Repealed. [A FOREIGN-EDUCATED PHYSICAL THERAPIST OR PHYSICAL THERAPIST ASSISTANT APPLICANT SHALL COMPLETE AN INTERNSHIP UNDER THE ON-SITE SUPERVISION OF A CURRENTLY LICENSED PHYSICAL THERAPIST IN AN INSTITUTION THAT MEETS THE REQUIREMENTS OF (d) OF THIS SECTION AND AS 08.84.032(a)(2). THE BOARD WILL NOT CONSIDER INTERNSHIP HOURS CLAIMED BEFORE THE DATE THE BOARD PRE-APPROVES THE INTERNSHIP. A FOREIGN-EDUCATED PHYSICAL THERAPIST OR PHYSICAL THERAPIST ASSISTANT APPLICANT SHALL COMPLETE AN INTERNSHIP BASED ON

(1) A MINIMUM OF SIX MONTHS OF FULL-TIME WORK, AVERAGING NOT LESS THAN 35 HOURS PER WEEK; OR

(2) PART-TIME WORK AVERAGING LESS THAN 35 HOURS PER WEEK, BUT EQUIVALENT TO THE TOTAL MINIMUM NUMBER OF HOURS REQUIRED UNDER (1) OF THIS SUBSECTION.]

12 AAC 54.040(d) is repealed:

(d) Repealed. [AN INSTITUTION USED FOR AN INTERNSHIP MUST HAVE AT LEAST TWO FULL-TIME PHYSICAL THERAPISTS ON THE STAFF LICENSED UNDER THIS CHAPTER AND BE IN A CLINIC SETTING PROVIDING A VARIED CASE LOAD TO BE APPROVED BY THE BOARD. A GOVERNMENT SERVICE HOSPITAL MAY BE USED IF THE HOSPITAL MEETS THE REQUIREMENTS OF THIS SUBSECTION.]

12 AAC 54.040(e) is repealed:

(e) Repealed. [A LICENSED PHYSICAL THERAPIST WHO SERVES AS A PRECEPTOR TO A FOREIGN-EDUCATED INTERN APPLICANT SHALL ASSUME RESPONSIBILITY FOR THE INTERN'S EXPERIENCE AND THE SAFETY AND WELFARE OF THE PATIENT.]

12 AAC 54.040(f) is repealed:

(f) Repealed. [A LICENSED PHYSICAL THERAPIST WHO SERVES AS A PRECEPTOR UNDER THIS SECTION SHALL DIRECTLY SUBMIT A NATIONAL PERFORMANCE EVALUATION TOOL THAT IS RECOGNIZED BY THE BOARD TO THE DEPARTMENT. ON THE TOOL, THE PRECEPTOR SHALL ATTEST TO THE APPLICANT'S

(1) SATISFACTORY OR UNSATISFACTORY COMPLETION OF THE INTERNSHIP; AND

(2) LEVEL OF SKILL IN COMPLETION OF EVALUATION, PROGRAM PLANNING, THERAPEUTIC PRACTICE, POTENTIAL ABILITY TO PRACTICE SAFELY WHILE UNSUPERVISED WITH SOUND PROFESSIONAL JUDGMENT, AND ETHICS RELATED TO THE PRACTICE OF PHYSICAL THERAPY.]

12 AAC 54.040(g) is repealed:

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(g) Repealed [IF A LICENSED PHYSICAL THERAPIST WHO SERVES AS A PRECEPTOR WILL NOT RECOMMEND TO THE BOARD THAT THE APPLICANT IS QUALIFIED TO WORK UNSUPERVISED AT THE END OF AN INTERNSHIP UNDER (c) OF THIS SECTION, THE BOARD MAY REQUIRE THE APPLICANT TO ARRANGE FOR ANOTHER INTERNSHIP EQUIVALENT TO SIX MONTHS OR LESS. THE BOARD MUST APPROVE ANY CHANGE IN A PRECEPTOR BEFORE THE CHANGE TAKES EFFECT. IF THE APPLICANT IS NOT RECOMMENDED BY A PRECEPTOR AS QUALIFIED TO WORK INDEPENDENTLY AT THE END OF A SECOND INTERNSHIP, THE BOARD MAY DENY LICENSURE.]

12 AAC 54.040(h) is repealed:

(h) Repealed. [IF A LICENSED PHYSICAL THERAPIST WHO SERVES AS A PRECEPTOR DETERMINES THAT AN APPLICANT IS UNQUALIFIED TO CONTINUE THE INTERNSHIP, NOTHING IN THIS SECTION OBLIGATES THE PRECEPTOR OR THE PRECEPTOR'S FACILITY TO EITHER COMPLETE A SIX-MONTH INTERNSHIP OR PROVIDE A SECOND INTERNSHIP FOR THAT APPLICANT. A PRECEPTOR WHO TERMINATES THE INTERNSHIP OF AN APPLICANT BEFORE THE SCHEDULED COMPLETION DATE MUST NOTIFY THE BOARD IN WRITING AND STATE THE REASON FOR THE TERMINATION. EITHER AN INTERN OR A PRECEPTOR MAY REQUEST AN ADVISORY REVIEW OF THE INTERNSHIP BY THE BOARD.]

12 AAC 54.040(i) is amended to read:

Commented [A05]: 54.040(i) was initially slated for repeal. However, I have retained it to retain the ability for an applicant to apply for a temp permit if he/she meets the requirements and scheduled for the exam. I didn't think the board intended to do away with this but may be mistaken. For the board's consideration.

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(i) An applicant [AFTER A] **who meets the requirements of this section** [HAS SATISFACTORILY COMPLETED AN INTERNSHIP] and has been scheduled for the national physical therapy examination, [THE APPLICANT] may apply for a temporary permit under AS 08.84.065 and 12 AAC 54.050.

12 AAC 54.040(j) is repealed:

(j) Repealed. [TO RECEIVE CREDIT FOR AN INTERNSHIP, AN APPLICANT MUST TAKE AND PASS THE NATIONAL PHYSICAL THERAPY EXAMINATION EITHER BEFORE COMPLETING THE INTERNSHIP OR NOT LATER THAN ONE YEAR AFTER COMPLETING THE INTERNSHIP.]

12 AAC 54.040(l) is repealed:

(l) Repealed. [IN THIS SECTION, “PRECEPTOR” MEANS A CURRENTLY LICENSED PHYSICAL THERAPIST UNDER THIS CHAPTER WHO PROVIDES ON-SITE SUPERVISION FOR AN INDIVIDUAL WHO IS COMPLETING AN INTERNSHIP UNDER THIS SECTION.]

(Eff. 10/30/82, Register 84; am 7/4/84, Register 90; am 9/26/91, Register 119; am 5/21/97, Register 142; am 10/20/99, Register 152; am 2/17/2002, Register 161; am 8/23/2003, Register 167; am 8/19/2004, Register 171; am 10/18/2007, Register 184; am 8/18/2013, Register 207; am 9/29/2019, Register 231; am 8/7/2021, Register 239; am 3/27/2024, Register 249; am ____/____/____, Register ____)

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Authority: AS 08.84.010 AS 08.84.032 AS 08.84.065

12 AAC 54.050(b) is amended to read:

(b) Except where (d) below applies, the board or department will issue a temporary permit to an applicant for a physical therapist or physical therapist assistant license by credentials, other than an applicant who is a graduate of a school of physical therapy that is located outside the United States, if the following are on file with the department:

- (1) a complete application on a form provided by the department;
- (2) the temporary permit fee established in 12 AAC 02.320;
- (3) all items required under 12 AAC 54.100; ~~or~~

~~(4) 12 AAC 54.100(1) (4) and while undergoing the supervised clinical practice component of Supervised Service Delivery of 12 AAC 54.535;~~

12 AAC 54.050 is amended by adding a new subsection to read:

(d) The board will issue a temporary permit to an applicant as a prerequisite to the supervised clinical practice component required for licensure by credentials by way of supervised service delivery in accordance with 12 AAC 54.100(5)(C); the applicant must have

- (1) requested and obtained board approval of the applicant's proposed plan to meet the supervised service delivery requirements set out under 12 AAC 54.540; and
- (2) submitted all items required under 12 AAC 54.100(2)-(4).

12 AAC 54.050(c)(6) is repealed:

(6) repealed [A SIGNED LETTER OF VERIFICATION SENT DIRECTLY TO THE DEPARTMENT ON A FORM PROVIDED BY THE DEPARTMENT FROM THE

Commented [A06]: Removed (4), adding a prelude to the intro of (b) and adding a new (d). The revised wording provides clarity by setting out the different circumstances where the board will issue a temp permit - necessary to differentiate temp permits for supervised service delivery.

Commented [A07]: I revised 54.050 to incorporate the wording that was previously under .030(a)(2) - essentially the requirement and ability for the board to issue temp license to an applicant when completing the clinical practice element of the supervised service delivery option.

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PRECEPTOR ATTESTING TO THE APPLICANT'S SATISFACTORY COMPLETION OF
THE INTERNSHIP;]

~~(9) verification that the applicant completed the internship requirements under (h)
of this section.~~

~~(h) Internship is defined in this section as the supervised fieldwork that is part of a
resident course of study and professional instruction per AS 08.84.032(a)(1). 12 AAC 54.050(e)
is repealed:~~

(c) Repealed. [THE BOARD WILL REVIEW AN APPLICANT FOR A PHYSICAL
THERAPIST OR PHYSICAL THERAPIST ASSISTANT TEMPORARY PERMIT IN
ACCORDANCE WITH 12 AAC 54.915.]

(Eff. 10/30/82, Register 84; am 7/4/84, Register 90; am 6/1/95, Register 134; am 5/21/97,
Register 142; am 2/17/2002, Register 161; am 8/23/2003, Register 167; am 8/19/2004, Register
171; am 7/21/2006, Register 179; am 8/18/2013, Register 207; am 3/27/2024, Register 249; am
____/____/____, Register _____)

Authority: AS 08.84.010 AS 08.84.06

12 AAC 54.070 is amended to read:

12 AAC 54.070. Supervised field work. [AS USED IN AS 08.84.030(a)(1).]

"Supervised field work" means the clinical education experience portion of a CAPTE-accredited
educational program to be completed in a setting that ordinarily provides physical therapy
under the continuous direction and supervision of a licensed physical therapist or a physical
therapist practicing under a valid compact privilege issued in accordance with AS
08.84.188. (Eff. 3/27/2024, Register 249; am ____/____/____, Register _____)

Commented [AO8]: Removed this proposed (9) from .050(b) as unnecessary when deleting "internship" requirements under (h). - all such requirements are now found in one place .540

Commented [AO9]: Revised this regulation so that it now references the individual elements that are required by statute to meet AS 08.84.032(a)(2).

By way of summary, I made a number of revisions to the draft regulations relating to "internship" and "supervised field work" as they pertain to foreign educated applicants and AS 08.84.032(a)(2). For ease of review, the amendments to .040:

- 040(a)(1) now clearly sets out the requirement that the applicant's educational program must include and document "supervised field work" (as defined in 070) to be considered as substantially equivalent to a CAPTE accredited program. As amended, it is now clearly stated that an applicant will comply with AS 08.84.032(a)(2) without needing to undergo any additional steps/training/internship provided their education program is substantially equivalent to CAPTE accredited program which is an existing requirement already.

Although this amendment includes wording to the effect that an applicant will only comply with AS 08.84.032(a)(2) if the supervised field work is documented, I would suggest the board can be satisfied that any such clinical experience would be included in the transcripts already being sent for evaluation.

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Authority: AS 08.84.010 AS 08.84.030

12 AAC 54.080 is amended by adding a new subsection to read:

(d) In cases where an applicant's score report does not state "pass" or "fail", the board will deem an applicant to have passed the examination if the applicant's raw scaled score is not less than one point five standard deviations below the national average for that examination offering. (Eff. 10/30/82, Register 84; am 9/26/91, Register 119; am 6/1/95, Register 134; am 10/20/99, Register 152; am 10/18/2007, Register 184; am 9/29/2019, Register 231; am 8/7/2021, Register 239; am ____/____/____, Register ____)

Authority: AS 08.84.010 AS 08.84.08

12 AAC 54.100(1) is repealed:

(1) [ALL ITEMS REQUIRED UNDER 12 AAC 54.030(a);]

12 AAC 54.100(5)(A) is amended to read:

(A) been employed in physical therapy at least 60 hours within the **36** [24] months immediately preceding the date the application is received;

12 AAC 54.100(5)(C) is amended to read:

(C) received board approval to proceed with the proposed supervised service delivery plan that meets the requirements set out under 12 AAC 54.540 ~~satisfactory~~

Commented [AO10]: Amended this wording so that it fits within the linguistic framework of the paragraph, which starts "verification...that the applicant has...". The requirement is not to show completion of the supervised service delivery, but to receive board approval to begin the process.

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~~completion of the Supervised Service Delivery per requirements of 12 AAC 54.535;~~

[SATISFACTORILY COMPLETED AN INTERNSHIP OF 150 HOURS APPROVED BY THE BOARD].

12 AAC 54.100 is amended by adding new paragraphs to read:

(6) the applicant's fingerprint information, as set out under 12 AAC 54.905, required under AS 08.84.030(a)(4);

(7) payment of the fees established in 12 AAC 02.320;

(8) a signed letter of professional reference sent directly to the department on a form provide by the department from

(A) the head of the physical therapy school; or

(B) an instructor, physician, supervising physical therapist, or supervisor;

(9) the jurisprudence questionnaire prepared by the board covering the provisions of AS 08.84 and this chapter with a passing score of 80%. (Eff. 10/30/82, Register 84; am 7/4/84, Register 90; am 10/1/88, Register 107; am 9/26/91, Register 119; am 10/3/2002, Register 163; am 10/18/2007, Register 184; am 8/18/2013, Register 207; am 3/27/2024, Register 249; am ____/____/____, Register ____)

Authority: AS 08.84.010 AS 08.84.040 AS 08.84.060
AS 08.84.030

12 AAC 54.110(4) is repealed:

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(4) repealed. [SATISFACTORY EVIDENCE SENT DIRECTLY TO THE
DEPARTMENT ON A FORM PROVIDED BY THE DEPARTMENT FROM A
SUPERVISING THERAPIST OF

(A) A MINIMUM SIX MONTHS OF SUPERVISED WORK
EXPERIENCE WHILE LICENSED AS A PHYSICAL THERAPIST OR PHYSICAL
THERAPIST ASSISTANT IN ANOTHER STATE, ANOTHER TERRITORY, OR THE
DISTRICT OF COLUMBIA; OR

(B) SATISFACTORY COMPLETION OF AN INTERNSHIP THAT
MEETS THE REQUIREMENTS OF 12 AAC 54.040(c), (e), AND (f);]

Commented [AO11]: Original proposed language was drafted to retain this (4)(B); however it is no longer relevant following the revisions made to 54.040.

12 AAC 54.110(5) is amended to read:

(5) other evidence determined necessary by the board to determine if the
applicant's out-of-state license is substantially equal to the license requirements of this state **that**
includes supervised field work, as defined under 12 AAC 54.070, documented completion of
which demonstrates complete compliance with the requirements of AS 08.84.032(a)(2);

Commented [AO12]: The changes I made here relate back to the statutory requirements for "internship" without using the word "internship" but retaining the underlying concept; the result of which ensures a foreign educated applicant will meet the statutory requirements as part of their educational program. A program that must include supervised field work, the definition of which is also changed to meet the individual criteria required under AS 08.84.032(a)(2)

12 AAC 54.110(8)(A) is amended to read:

(A) been employed in physical therapy at least 60 hours during the **36** [24]
months immediately preceding the date the application is received; or

12 AAC 54.110 is amended by adding a new paragraph to read:

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(9) the applicant's fingerprint information as set out under 12 AAC 54.905 and required under AS 08.84.032(a)(8). (Eff. 10/30/82, Register 84; am 9/26/91, Register 119; am 10/20/99, Register 152; am 2/17/2002, Register 161; am 8/19/2004, Register 171; am 8/18/2013, Register 207; am 3/27/2024, Register 249; am ____/____/_____, Register _____)

Authority: AS 08.84.010 AS 08.84.032 AS 08.84.060

12 AAC 54.130(b)(2) is amended to read

(2) must pay the temporary license application fee, [AND] fee for a temporary license, **and fingerprint processing fee** set out under 12 AAC 02.105;

12 AAC 54.130(b) is amended by adding a new paragraph to read:

(7) must submit the applicant's fingerprint information as set out under 12 AAC 54.905 required under AS 08.84.030(a)(4). (Eff. 2/12/2023, Register 245; am ____/____/_____, Register _____)

Authority: AS 08.01.062 AS 08.01.063 AS 08.84.010

12 AAC 54 is amended by adding a new section to read:

12AAC 54.150. Compact privilege applicants and scope of practice. (a) A physical therapist or physical therapist assistant licensed in another member state under the Interstate Physical Therapy Licensure Compact must meet the requirements of AS 08.84.188 Section (4)(a) to obtain a compact privilege in this state.

(b) A compact privilege in this state is valid until the expiration of the license issued in the physical therapist's or physical therapist assistant's home state.

Commented [AO13]: The new section to comply with an incorporate the interstate compact. Although the requirements are set out in the statute at .188; I have elaborated on the key ones for ease of reference and clarification.

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(c) A physical therapist or physical therapist assistant practicing in this state under an active compact privilege shall

(1) consent to the personal and subject matter jurisdiction and disciplinary authority of the board;

(2) comply with AS 08.84 and this chapter;

(3) be bound by the rules of the Interstate Physical Therapy Licensure Compact as enacted under AS 08.84.188; and

(4) acknowledge the board's authority to take adverse action against a compact privilege in this state in accordance with AS 08.84.188 Section 6.

12 AAC 54.400 is amended by adding a new paragraph to read:

(4) the jurisprudence questionnaire prepared by the board covering the provisions of AS 08.84 and this chapter with a passing score of 80%;

12 AAC 54.405(a) is amended to read

(a) An applicant for renewal of a physical therapist or physical therapist assistant license shall document completion of the jurisprudence questionnaire prepared by the board, covering the provisions of AS 08.84 and this chapter **with a passing score of 80%**, and shall also document

12 AAC 54.405(a)(2)(C) is repealed

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(C) repealed [A REVIEW COURSE SPONSORED BY A SCHOOL OF PHYSICAL THERAPY APPROVED BY THE AMERICAN PHYSICAL THERAPY ASSOCIATION;]

12 AAC 54.405(a)(2)(D) is amended to read:

(D) **the supervised service delivery requirements set out under 12 AAC 54.540** [A PHYSICAL THERAPY INTERNSHIP OF 150 HOURS APPROVED BY THE BOARD].

(Eff. 5/21/97, Register 142; am 2/17/2002, Register 161; am 7/21/2006, Register 179; am 3/27/2024, Register 249; am ____/____/_____, Register _____)

Authority: AS 08.84.010 AS 08.84.100

12 AAC 54.410(d) is amended to read:

(d) An applicant for renewal is responsible for maintaining adequate and detailed records of all continuing education contact hours claimed and shall make the records available to the board upon request under 12 AAC 54.430. Records must be retained for **four** [THREE] years from the date the contact hours were obtained.

(Eff. 6/3/89, Register 110; am 9/26/91, Register 119; am 5/21/97, Register 142; am 8/19/2004, Register 171; am 4/24/2009, Register 190; am 8/18/2013, Register 207; am 3/27/2024, Register 249; am ____/____/_____, Register _____)

Authority: AS 08.84.010 AS 08.84.100

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12 AAC 54.435(e)(1) is amended to read:

(1) active duty personnel in the United States Army, Navy, Air Force, Marine Corps, **Space Force**, or Coast Guard; and

(Eff. 10/25/2008, Register 188; am 3/27/2024, Register 249; am ____/____/_____, Register ____)

Authority: AS 08.01.100 AS 08.84.010 AS 08.84.100

12 AAC 54.500(b) is amended to read:

(b) A license or permit issued by the board [, OR A COPY OF THE LICENSE OR PERMIT,] must be posted in a conspicuous location in the licensee's place of business [,] for public inspection. **For a licensee providing services remotely or via telehealth, the license or permit must be available for public inspection or inspection by the board upon request if not easily visible.** [PENDING RECEIPT OF THE CURRENT LICENSE CERTIFICATE FROM THE DEPARTMENT, THE LICENSEE SHALL DISPLAY THE DEPARTMENT'S INTERNET WEBSITE POSTING CONFIRMING LICENSURE.] ~~If away from your business, be prepared to provide proof of licensure, if asked.~~ (Eff. 10/30/82, Register 84; am 7/4/84, Register 90; am 5/21/97, Register 142; am 10/20/99, Register 152; am 2/17/2002, Register 161; am 7/21/2006, Register 179; am 4/11/2008, Register 186; am 9/27/2008, Register 187; am 1/17/2016, Register 217; am 3/27/2024, Register 249; am ____/____/_____, Register ____)

Authority: AS 08.84.010 AS 08.84.150

Commented [AO14]: It is not possible to make the proposed change to "your" in place of "the licensee". Regulations are to be written in the third person and in an active voice. I have left this as written currently.

Commented [AO15]: Unfortunately, as written this sentence is unclear, ambiguous, and unenforceable so did not meet the basics elements of a regulation. I have suggested alternate wording that covers the intention behind the unworkable sentence - so a licensee working via telehealth and whose license may not be easily visible on the screen (or at all if over the phone) that license must be available for inspection by either the public or the board.

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Editor's note: [THE CURRENT POSTING CONFIRMING LICENSURE CAN BE FOUND AT THE INTERNET WEBSITE OF THE DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT, DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING:
[HTTPS://WWW.COMMERCE.ALASKA.GOV/WEB/CBP/MAIN.](https://www.commerce.alaska.gov/web/cbp/main)]

12 AAC 54.535 is repealed

12 AAC 54.535. Physical therapy internship standards. Repealed [(a) THIS SECTION ESTABLISHES THE STANDARDS FOR A PHYSICAL THERAPY INTERNSHIP REQUIRED UNDER 12 AAC 54.100(5)(C), 12 AAC 54.405(a)(2)(D), OR 12 AAC 54.950(e).

(b) AN INTERNSHIP MUST BE SERVED

(1) UNDER THE CONTINUAL ON-SITE SUPERVISION OF A PHYSICAL THERAPIST LICENSED UNDER THIS CHAPTER; AND

(2) IN AN INSTITUTION THAT ORDINARILY PROVIDES PHYSICAL THERAPY, HAS A VARIED CASELOAD, AND HAS ON STAFF AT LEAST ONE PHYSICAL THERAPIST LICENSED UNDER THIS CHAPTER.

(c) A LICENSED PHYSICAL THERAPIST SERVING AS A PRECEPTOR TO AN INTERN IS RESPONSIBLE FOR THE INTERN'S EXPERIENCE AND FOR THE SAFETY AND WELFARE OF THE PATIENT.

(d) UPON AN INTERN'S COMPLETION OF THE INTERNSHIP, THE PRECEPTOR SHALL SUBMIT, ON A FORM PROVIDED BY THE BOARD, A STATEMENT ATTESTING TO THE INTERN'S

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(1) SATISFACTORY OR UNSATISFACTORY COMPLETION OF THE
INTERNSHIP; AND

(2) LEVEL OF SKILL IN

- (A) COMPLETION OF EVALUATION;
- (B) PROGRAM PLANNING;
- (C) THERAPEUTIC PRACTICE;
- (D) POTENTIAL ABILITY TO PRACTICE SAFELY WHILE

UNSUPERVISED WITH SOUND PROFESSIONAL JUDGMENT; AND

(E) ETHICS RELATED TO THE PRACTICE OF PHYSICAL
THERAPY.

(e) THE BOARD WILL NOT ACCEPT INTERNSHIP HOURS CLAIMED
BEFORE THE DATE THAT THE INTERNSHIP WAS APPROVED BY THE BOARD.
TO BE APPROVED BY THE BOARD, INTERNSHIP HOURS MUST BE COMPLETED
NO MORE THAN SIX MONTHS AFTER THE DATE THE INTERNSHIP BEGINS.

(f) IN THIS SECTION, "PRECEPTOR" MEANS A PHYSICAL THERAPIST
LICENSED UNDER THIS CHAPTER WHO PROVIDES ON-SITE SUPERVISION FOR
AN INTERN SERVING AN INTERNSHIP.] (Eff. 6/10/2010, Register 194;
repealed ____/____/_____, Register _____)

12 AAC 54 is amended by adding a new section to read:

12 AAC 54.540. Physical therapy supervised service delivery standards. (a)

This section establishes the standards and requirements applicable to the physical therapy
supervised service delivery option offered to applicants under 12 AAC 54.100(5), 12 AAC

54.405(a)(2), and 12 AAC 54.950(e). An applicant for supervised service delivery under this section must obtain board approval before the process can begin.

(b) To be approved, the applicant must prepare and submit a detailed proposal to the board setting out the applicant's intended plan for a completed supervised service delivery specific to the applicant's individual circumstances. The proposal must include

(1) the requisite number of continuing education hours as calculated by the applicant. An applicant must complete 12 continuing education hours for each year in which the applicant was not practicing physical therapy; the number of hours may not exceed 96 contact hours in total;

(2) a list of the specific continuing education activities that the applicant must preselect to meet (1) above; each activity must meet the criteria set out under 12 AAC 54.420 and be approved by the board. Once the board approves the applicant's plan, the applicant is not permitted to exchange a preselected activity for an alternative activity.;

(3) the requisite number of supervised clinical practice hours to be completed under the supervision of a licensed physical therapist. The applicant must calculate the required number of hours based on eight hours of supervised clinical practice for each year in which the applicant was not practicing physical therapy, not to exceed 80 hours in total; and

(4) the name and contact information of the supervising physical therapist and the address of the intended setting in which the applicant will complete the supervised clinical practice hours.

(c) Supervised clinical practice required under (b)(3) and (4) above, must take place:

(1) under the continual on-site supervision of a physical therapist licensed under this chapter; and

(2) in an institution that ordinarily provides physical therapy and has on staff at least one physical therapist licensed under this chapter.

(d) A licensed physical therapist serving as a supervisor is responsible for the clinical experience and for the safety and welfare of the patient.

(e) Upon an individual's completion of the supervised service delivery, the supervisor shall submit, on a form provided by the board, a statement attesting to the individual's satisfactory or unsatisfactory completion of the supervised service delivery.

(f) The applicant must hold either a temporary permit or an active license to begin the supervised clinical practice hours required under (b)(3) and (4) above.

(g) For the purposes of this section and to in determining the number of hours required under (b) above, any part of a calendar year in which the applicant was not practicing physical therapy shall equal one full year.

(h) The applicant must complete each element of the proposed supervised service delivery within eight months of receiving board approval of the applicant's plan.

~~12 AAC 54.535, PHYSICAL THERAPY SUPERVISED SERVICE DELIVERY~~

~~STANDARDS. (a) This section establishes the standards for a physical therapy supervised service delivery required under 12 AAC 54.100(5)(C), 12 AAC 54.405(a)(2)(D), or 12 AAC 54.950(e). A supervised service delivery consists of two components that must be approved by the board prior to onset. Individuals have eight months to complete all components once board~~

Commented [AO16]: This is the original proposed wording for supervised service delivery provisions. I have made further revisions to elaborate and restructure the necessary steps and requirements so it is easy to follow.

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~~approval has been received. Any part of a calendar year without service delivery equals one full year for determination of (1) and (2) below.~~

~~1. Continuing Education equals twelve contact hours per year not to exceed ninety-six contact hours. i. Coursework to be pre-selected per 12 AAC 54.420 educational requirements.~~

~~2. Supervised clinical practice equals eight hours per year of supervised clinical practice with a maximum eighty hours required. A temporary permit or active license is required for this component. Supervised service delivery must take place: i. under the continual on-site supervision of a physical therapist licensed under this chapter; and
ii. in an institution that ordinarily provides physical therapy and has on staff at least one physical therapist licensed under this chapter.~~

~~b) A licensed physical therapist serving as a supervisor is responsible for the clinical experience and for the safety and welfare of the patient.~~

~~c) Upon an individual's completion of the supervised service delivery, the supervisor shall submit, on a form provided by the board, a statement attesting to the physical therapist's or physical therapist assistant's satisfactory or unsatisfactory completion of the supervised service delivery.~~

12 AAC 54.590(a)(2) is repealed:

(2) repealed. [POSTGRADUATE ON-THE-JOB TRAINING OF A PHYSICAL THERAPIST OR PHYSICAL THERAPIST ASSISTANT, APPROVED BY THE BOARD];

12 AAC 54.590(a) is amended by adding a new paragraph to read:

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~~(7) For the purposes of this chapter "supervised service delivery" for physical therapists and physical therapist assistants means a two-part, professional development process that includes both supervised clinical practice and continuing education as determined under 12 AAC 54.540;~~

Commented [AO17]: Not necessary - the concept of supervised service delivery is adequately covered and defined under .5404

~~12 AAC 54.590 is amended by adding new subsection to read:~~

~~(c) In AS 08.84.188, "licensed" includes a physical therapist or physical therapist assistant authorized to practice physical therapy in Alaska pursuant to an Alaska compact privilege issued by the Interstate Physical Therapy Compact Commission;~~

Commented [AO18]: I am not clear what purpose this definition serves. AS 08.84.188 includes a definition of "licensee" for the purposes of the compact enacted under .84.188. The proposed language here appears to be redundant as repeating the definition already in statute without adding anything to the regulations.

~~12 AAC 54.600 is amended to read:~~

Commented [AO19]: Repealing all of 54.600 is not necessary as it can be easily amended so that it relates solely to licensure by examination. Licensure by credentials is set out under the new 54.605

12 AAC 54.600. Requirements for Occupational Therapy Licensure by Examination

[LICENSE REQUIREMENTS]. An applicant for an occupational therapist license or occupational therapy assistant license **by examination**, other than an applicant who is a graduate of a school of occupational therapy that is located outside the United States, shall submit

(1) a completed application on the form prescribed by the board;

(2) the fees established in 12 AAC 02.320;

(3) verification of the applicant's licensure status sent directly to the department from each jurisdiction where the applicant holds or has ever held a license to practice occupational therapy, **if applicable** [ONE OF WHICH MUST INDICATE A CURRENT LICENSE IN GOOD STANDING]; each verification [FROM EACH JURISDICTION WHERE

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THE APPLICANT HOLDS OR HAS EVER HELD A LICENSE] must include an explanation of any disciplinary actions taken against the licensee;

(4) a signed letter of professional reference sent directly to the department on a form provided by the department from [A PHYSICIAN, INSTRUCTOR, SUPERVISOR, OR OFFICIAL OF THE APPLICANT'S OCCUPATIONAL THERAPY SCHOOL]

(A) an official of the applicant's occupational therapy school; or

(B) an instructor, physician, or supervisor;

(5) proof of initial certification sent directly to the department from the National Board for Certification in Occupational Therapy (NBCOT) as evidence of having met the requirements of AS 08.84.030(b) **during the 24 months immediately before the date the application is received by the department;**

(6) [VERIFICATION THAT, DURING THE 24 MONTHS IMMEDIATELY BEFORE THE DATE THE APPLICATION IS RECEIVED BY THE DEPARTMENT, THE APPLICANT

(A) PERFORMED AT LEAST 60 HOURS OF OCCUPATIONAL THERAPY SERVICE; THE VERIFICATION OF AT LEAST 60 HOURS OF OCCUPATIONAL THERAPY SERVICE MUST BE SENT DIRECTLY TO THE DEPARTMENT ON A FORM PROVIDED BY THE DEPARTMENT FROM THE AGENCY OR SOURCE;

(B) PASSED THE NBCOT EXAMINATION; OR

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(C) SATISFACTORILY COMPLETED AN INTERNSHIP OF 150 HOURS APPROVED BY THE BOARD; THE VERIFICATION MUST BE SENT DIRECTLY TO THE DEPARTMENT ON A FORM PROVIDED BY THE DEPARTMENT FROM THE AGENCY OR SOURCE; AND]

(7) the jurisprudence questionnaire prepared by the board covering the provisions of AS 08.84 and this chapter **with a passing score of 80%; and**

(8) the applicant's fingerprint information as set out under 12 AAC 54.905 required under AS 08.84.030(b)(4).

(Eff. 9/26/91, Register 119; am 5/21/97, Register 142; am 2/17/2002, Register 161; am 8/23/2003, Register 167; am 7/21/2006, Register 179; am 10/18/2007, Register 184; am 8/18/2013, Register 207; am 1/17/2016, Register 217; am ____/____/_____, Register _____)

Authority: AS 08.84.010 AS 08.84.060 AS 08.84.030 AS 08.84.120

12 AAC 54. is amended by adding a new section to Article 5 to read:

12 AAC 54.605. Application for occupational therapy licensure by credentials. An applicant for an occupational therapist license or occupational therapy assistant license, other than an applicant who is a graduate of a school of occupational therapy that is located outside the United States, must submit a completed application on a form prescribed by the board and

(1) payment fees established in 12 AAC 02.320;

(2) a signed letter of professional reference sent directly to the department on a form provided by the department from

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(A) an official of the applicant's occupational therapy school; or

(B) an instructor, physician, or supervisor;

(3) meet the jurisprudence requirement prepared by the Alaska Board covering the provision of AS 08.84 with a passing score of 80%;

(4) proof of initial certification sent directly to the department from the National Board for Certification in Occupational Therapy (NBCOT) as evidence of having met the requirements of AS 08.84.030(b);

(5) verification of the applicant's licensure status sent directly to the department from each jurisdiction where the applicant holds or has ever held a license to practice occupational therapy; one of which must indicate a current license in good standing; each verification must include an explanation of any disciplinary actions taken against the license; and

(6) verification sent directly to the department from the source that the applicant has

(A) been employed in occupational therapy at least 60 hours within the 36 months immediately preceding the date the application is received;

(B) passed the NBCOT examination within the 24-month period immediately preceding the date the application is received; or

(C) received board approval to proceed with the proposed supervised service delivery plan that meets the requirements set out under 12 AAC 54.840;

(7) the applicant's fingerprint information as set out under 12 AAC 54.905 required under AS 08.84.030(b)(4).

12 AAC 54.610(a)(6) is amended to read:

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(6) verification that [, WITHIN THE 24 MONTHS IMMEDIATELY BEFORE THE DATE THE APPLICATION IS RECEIVED BY THE DEPARTMENT,] the applicant **has completed one of the following:**

(A) performed at least 60 hours of occupational therapy service **within the 36 months immediately before the date the application is received by the department;** the verification of at least 60 hours of occupational therapy service must be sent directly to the department on a form provided by the department from the agency or source; or

(B) passed the NBCOT examination **within the 24 months immediately before the date the application is received by the department;** and

12 AAC 54.610(a)(7) is amended to read:

(7) the jurisprudence questionnaire prepared by the board covering the provisions of AS 08.84 and this chapter **with a passing score of 80%;** [.]

12 AAC 54.610(a) is amended by adding a new paragraph to read:

(8) the applicant's fingerprint information as set out under 12 AAC 54.905 required under AS 08.84.032(b)(8).

(Eff. 9/26/91, Register 119; am 5/21/97, Register 142; am 8/23/2003, Register 167; am 10/18/2007, Register 184; am 8/18/2013, Register 207; am 1/17/2016, Register 217; am 3/27/2024, Register 249; am ____/____/_____, Register _____)

Authority: AS 08.84.010 AS 08.84.032 AS 08.84.030 AS 08.84.120

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12 AAC 54.620 is amended to read:

12 AAC 54.620. **Supervised field work.** [AS USED IN AS 08.84.030(b)(1), 08.84.032(b)(2), and 08.84.150(b)(1),] "Supervised field work" means the portion of an ACOTE-accredited professional occupational therapy education program to be completed by an applicant **in a setting that ordinarily provides occupational therapy** under the **continuous direction and immediate** supervision of a licensed occupational therapist.

(Eff. 9/26/91, Register 119; am 9/29/2019, Register 231; am 3/27/2024, Register 249; am

____/____/____, Register _____)

Authority: AS 08.84.010 AS 08.84.030 AS 08.84.060

12 AAC 54.640(a)(4) is amended by adding a new subparagraph to read:

(C) that the applicant has received board approval of the applicant's plan

to complete the supervised service delivery provisions set out under 12 AAC 54.840.

~~while undergoing the supervised clinical practice component of Supervised Service Delivery of 12 AAC 54.830;~~

Commented [AO20]: Applicant choosing the supervised service delivery option must (1) obtain board approval of their proposed plan to complete both components; and (2) have a temporary license before the licensee can proceed with the supervised clinical practice of the plan.

Commented [AO21]: This is the original proposed wording for 54.640 which was not clear not grammatically accurate when read in the context of an opening intro which states "a letter verifying" The suggested wording here is accurate and clear.

12 AAC 54.640(b)(4) is amended to read:

(4) providing verification of **one of the following:** [THAT, DURING THE 24 MONTHS IMMEDIATELY BEFORE THE DATE THE APPLICATION IS RECEIVED BY THE DEPARTMENT, THE APPLICANT]

(A) **that, during the 36 months immediately before the date the application is received by the department, the applicant** performed at least 60 hours of occupational therapy service [OR];

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(B) that, during the 24 months immediately before the date the application is received by the department, the applicant passed the NBCOT examination; **or**

(C) that the applicant received board approval of the applicant's plan to complete the supervised service delivery provisions set out under 12 AAC 54.840. (Eff. 9/26/91, Register 119; am 5/21/97, Register 142; am 2/17/2002, Register 161; am 8/23/2003, Register 167; am 7/21/2006, Register 178; am 8/18/2013, Register 207; am 1/17/2016, Register 217; am ____/____/____, Register ____)

Authority: AS 08.84.010 AS 08.84.030 AS 08.84.065

12 AAC 54.660(b)(2) is amended to read:

(2) must pay the temporary license application fee, [AND] temporary license fee, and fingerprint processing fee set out under 12 AAC 02.105;

12 AAC 54.660(b) is amended by adding a new paragraph to read:

(7) the applicant's fingerprint information as set out under 12 AAC 54.905 required under AS 08.84.030(b)(4).

12 AAC 54.660(b)(4) is amended to read:

(4) must submit documentation sent directly to the department from the jurisdiction showing the applicant is currently licensed and in good standing in another licensing jurisdiction and the applicant's license in the other jurisdiction is not suspended,

Commented [AO22]: Applicant choosing the supervised service delivery option must (1) obtain board approval of their proposed plan to complete both components; and (2) have a temporary license before the licensee can proceed with the supervised clinical practice of the plan.

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revoked, or otherwise restricted except for failure to apply for renewal or failure to obtain the required continuing education requirements;

(Eff. 2/12/2023, Register 245; am ____/____/_____, Register _____)

Authority: AS 08.01.062 AS 08.01.063 AS 08.84.010

~~**NEW 12 AAC 54.670 LIMITED PERMIT APPLICANTS.** (a) An application for a temporary permit as a physical therapist or physical therapist assistant must be submitted to the department on a form provided by the board and~~

- ~~(1) payment of the application fee and license fee specified in 12 AAC 02.320;~~
- ~~(2) meet the jurisprudence questionnaire prepared by the board covering the provisions of AS 08.84 and this chapter with a passing score of 80%; and~~
- ~~(3) verification of the applicant's licensure status sent directly to the department from a jurisdiction where the applicant holds a license to practice physical therapy in good standing; verification from jurisdiction must include an explanation of any disciplinary actions taken against the licensee.~~

12 AAC 54.700(4) is amended to read:

(4) the jurisprudence questionnaire prepared by the board covering the provisions of AS 08.84 and this chapter **with a passing score of 80%**. (Eff. 9/26/91, Register 119; am 5/21/97, Register 142; am 10/3/2002, Register 163; am 7/21/2006, Register 179; am ____/____/_____, Register _____)

Authority: AS 08.84.010 AS 08.84.100

Commented [AO23]: What is the purpose of this section? PTs and PTAs may be issued a temporary permit under the existing provisions (and as revised) of .050. I cannot see what the addition of the proposed section .670 will add to those that are already incorporated at .050. If the board consider it a necessity, then I suggest moving it to the PT sections instead of the current proposed placement within the OT sections.

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12 AAC 54.705(a)(2)(C) is repealed.

(C) repealed. [A REVIEW COURSE SPONSORED BY A SCHOOL OF
OCCUPATIONAL THERAPY APPROVED BY THE AMERICAN OCCUPATIONAL
THERAPY ASSOCIATION; OR]

12 AAC 54.705(a)(2)(D) is amended to read:

(D) **satisfactory completion of the supervised service delivery
requirements set out under 12 AAC 54.840** [AN OCCUPATIONAL THERAPY
INTERNSHIP OF 150 HOURS APPROVED BY THE BOARD].

(Eff. 5/21/97, Register 142; am 10/3/2002, Register 163; am 7/21/2006, Register 179; am
____/____/____, Register _____)

Authority: AS 08.84.010 AS 08.84.100

12 AAC 54.710(e) is amended to read:

(e) An applicant for renewal is responsible for maintaining adequate and detailed
records of all continuing education contact hours claimed and shall make the records
available to the board upon request under 12 AAC 54.720. Records must be retained for
four [THREE] years from the date the contact hours were obtained.

12 AAC 54.710(h) is amended to read:

(h) To document current certification with the NBCOT, the applicant shall submit
verification [A PHOTOCOPY OF THE FRONT AND BACK] of the applicant's current
NBCOT **OTR or COTA status** [CERTIFICATE]. (Eff. 9/26/91, Register 119; am 5/21/97,

Commented [A024]: These acronyms will need to
be defined or written out in long form

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Register 142; am 10/3/2002, Register 163; am 7/21/2006, Register 179; am 4/24/2009, Register 190; am 8/18/2013, Register 207; am 9/29/2019, Register 231; am ____/____/_____, Register _____)

Authority: AS 08.84.010 AS 08.84.100

12 AAC 54.725(e)(1) is amended to read:

(1) active duty personnel in the United States Army, Navy, Air Force, Marine Corps, **Space Force**, or Coast Guard; and

(Eff. 10/25/2008, Register 188; am ____/____/_____, Register _____)

Authority: AS 08.01.100 AS 08.84.010 AS 08.84.100

12 AAC 54.805 is amended to read:

12 AAC 54.805. Posting of license or permit. A license or permit issued under this chapter [, OR A COPY OF A LICENSE OR PERMIT,] must be posted in a conspicuous location in the licensee's primary place of business for public inspection. **For a licensee providing services remotely or via telehealth, the license or permit must be available for public inspection or inspection by the board upon request if not easily visible.** [PENDING RECEIPT OF THE CURRENT LICENSE CERTIFICATE FROM THE DEPARTMENT, THE LICENSEE SHALL DISPLAY THE DEPARTMENT'S INTERNET WEBSITE POSTING CONFIRMING LICENSURE.] ~~*If away from your business, be prepared to provide proof of licensure, if asked.*~~

Commented [A025]: See comment at .500 - identical amendments made here.

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(Eff. 5/21/97, Register 142; am 7/21/2006, Register 179; am ____/____/____, Register ____)

Authority: AS 08.84.010 AS 08.84.030 AS 08.84.065

12 AAC 54.830 is repealed

12 AAC 54.830. Occupational therapy internship standards. Repealed. [(a) THIS SECTION ESTABLISHES THE STANDARDS FOR AN OCCUPATIONAL THERAPY INTERNSHIP REQUIRED UNDER 12 AAC 54.600(6)(C), 12 AAC 54.705(a)(2)(D), OR 12 AAC 54.950(e).

(b) AN INTERNSHIP MUST BE SERVED

(1) UNDER THE CONTINUAL ON-SITE SUPERVISION OF AN OCCUPATIONAL THERAPIST LICENSED UNDER THIS CHAPTER; AND

(2) IN AN INSTITUTION THAT ORDINARILY PROVIDES OCCUPATIONAL THERAPY, HAS A VARIED CASELOAD, AND HAS ON STAFF AT LEAST ONE OCCUPATIONAL THERAPIST LICENSED UNDER THIS CHAPTER.

(c) A LICENSED OCCUPATIONAL THERAPIST SERVING AS A PRECEPTOR TO AN INTERN IS RESPONSIBLE FOR THE INTERN'S EXPERIENCE AND FOR THE SAFETY AND WELFARE OF THE PATIENT.

(d) UPON AN INTERN'S COMPLETION OF THE INTERNSHIP, THE PRECEPTOR SHALL SUBMIT, ON A FORM PROVIDED BY THE BOARD, A STATEMENT ATTESTING TO THE INTERN'S

(1) SATISFACTORY OR UNSATISFACTORY COMPLETION OF THE INTERNSHIP; AND

(2) LEVEL OF SKILL IN

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(A) COMPLETION OF EVALUATION; PROGRAM PLANNING;

(B) THERAPEUTIC PRACTICE;

(C) POTENTIAL ABILITY TO PRACTICE SAFELY WHILE

UNSUPERVISED WITH SOUND PROFESSIONAL JUDGMENT; AND

(E) ETHICS RELATED TO THE PRACTICE OF OCCUPATIONAL
THERAPY.

(e) THE BOARD WILL NOT ACCEPT INTERNSHIP HOURS CLAIMED
BEFORE THE DATE THAT THE INTERNSHIP WAS APPROVED BY THE BOARD.
TO BE APPROVED BY THE BOARD, INTERNSHIP HOURS MUST BE COMPLETED
NO MORE THAN SIX MONTHS AFTER THE DATE THE INTERNSHIP BEGINS.

(f) IN THIS SECTION, "PRECEPTOR" MEANS AN OCCUPATIONAL
THERAPIST LICENSED UNDER THIS CHAPTER WHO PROVIDES ON-SITE
SUPERVISION FOR AN INTERN SERVING AN INTERNSHIP.] (Eff. 6/10/2010,
Register 194; am 8/18/2013, Register 207; repealed ___/___/_____, Register _____)

12 AAC 54 is amended by adding a new section to Article 7 to read:

12 AAC 54.840. Occupational therapy supervised service delivery

standards. (a) This section establishes the standards and requirements applicable to the
occupational therapy supervised service delivery option offered to applicants under 12 AAC
54.600(C), 12 AAC 54.705(a)(2)(D), and 12 AAC 54.950(e). An applicant for supervised
service delivery under this section must obtain board approval before the process can begin.

(b) To be approved, the applicant must prepare and submit a detailed proposal to the board setting out the applicant's intended plan for a completed supervised service delivery specific to the applicant's individual circumstances. The proposal must include

(1) the requisite number of continuing education hours as calculated by the applicant. An applicant must complete 12 continuing education hours for each year in which the applicant was not practicing occupational therapy; the number of hours may not exceed 96 contact hours in total;

(2) a list of the specific continuing education activities that the applicant must preselect to meet (1) above; each activity must meet the criteria set out under 12 AAC 54.715 and be approved by the board. Once the board approves the applicant's plan, the applicant is not permitted to exchange a preselected activity for an alternative activity.

(3) the requisite number of supervised clinical practice hours to be completed under the supervision of a licensed occupational therapist. The applicant must calculate the required number of hours based on eight hours of supervised clinical practice for each year in which the applicant was not practicing occupational therapy, not to exceed 80 hours in total; and

(4) the name and contact information of the supervising occupational therapist and the address of the intended setting in which the applicant will complete the supervised clinical practice hours.

(c) Supervised clinical practice required under (b)(3) and (4) above, must take place:

(1) under the continual on-site supervision of an occupational therapist licensed under this chapter; and

(2) in an institution that ordinarily provides occupational therapy and has on staff at least one occupational therapist licensed under this chapter.

(d) A licensed occupational therapist serving as a supervisor is responsible for the clinical experience and for the safety and welfare of the patient.

(e) Upon an individual's completion of the supervised clinical practice, the supervisor shall submit, on a form provided by the board, a statement attesting to the individual's satisfactory or unsatisfactory completion of the supervised clinical practice

(f) The applicant must hold either a temporary permit or an active license to begin the supervised clinical practice hours required under (b)(3) and (4) above.

(g) For the purposes of this section and to in determining the number of hours required under (b) above, any part of a calendar year in which the applicant was not practicing occupational therapy shall equal one full year.

(h) The applicant must complete each element of the proposed supervised service delivery within eight months of receiving board approval of the applicant's plan.

~~12 AAC 54.830. OCCUPATIONAL THERAPY SUPERVISED SERVICE~~

~~DELIVERY STANDARDS.~~ (a) ~~This section establishes the standards for an occupational therapy supervised service delivery required under 12 AAC 54.600(6)(C), 12 AAC 54.705(a)(2)(D), or 12 AAC 54.950(e). A supervised service delivery consists of two components that must be approved by the board prior to onset. Individuals have eight months to complete all components once board approval has been received. Any part of a calendar year without service delivery equals one full year for determination of (1) and (2) below.~~

~~1. Continuing Education equals twelve contact hours per year not to exceed ninety-six~~

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~~contact hours.~~

- ~~i. Coursework to be pre-selected per 12 AAC 54.715 educational requirements.~~
- ~~2. Supervised clinical practice equals eight hours per year of supervised clinical practice with a maximum eighty hours required. A temporary permit or active license is required for this component.~~
- ~~3. Supervised service delivery must take place:~~
 - ~~a. under the continual on-site supervision of an occupational therapist licensed under this chapter; and~~
 - ~~b. in an institution that ordinarily provides occupational therapy and has on staff at least one occupational therapist licensed under this chapter.~~
- ~~4. A licensed occupational therapist serving as a supervisor is responsible for the clinical experience and for the safety and welfare of the patient.~~
- ~~5. Upon an individual's completion of the supervised service delivery, the supervisor shall submit, on a form provided by the board, a statement attesting to the intern's occupational therapist or occupational therapy assistant's satisfactory or unsatisfactory completion of the supervised service delivery.~~

12AAC 54.890(a)(2) is repealed:

(2) ["INTERNSHIP" MEANS POSTGRADUATE ON-THE-JOB
TRAINING OF OCCUPATIONAL THERAPISTS OR OCCUPATIONAL THERAPY
ASSISTANTS, APPROVED BY THE BOARD;]

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~~12 AAC 54.890(a) is amended by adding a new paragraph to read:~~

~~(7) For the purposes of this chapter "supervised service delivery" for occupational therapists and occupational therapist assistants means a two-part, professional development process that includes both supervised clinical practice and continuing education as determined under 12 AAC 54.840.~~

Commented [AO26]: Not necessary - see comment at 590

12 AAC 54 is amended by adding a new section to read:

12 AAC 54.905. Criminal justice information. (a) An applicant for licensure under this chapter must submit with the application the applicant's fingerprints and the fees required by the Department of Public Safety under AS 12.62.160 for criminal justice information and a national criminal history record check.

(b) The board shall forward the fingerprints and fees to the Department of Public Safety to obtain a report of criminal justice information under AS 12.62 and a national criminal history record check under AS 12.62.400 and request the Department of Public Safety to

- (1) submit the fingerprints to the Federal Bureau of Investigation for a report on national criminal justice information;
- (2) perform a check for state criminal justice information; and
- (3) report to the board the results of the criminal justice information checks under (1) and (2) of this subsection.

12 AAC 54.920(b) is amended to read:

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(b) A licensee shall notify the department when the licensee's name has changed in accordance with 12 AAC 02.900 [BY SUBMITTING A NOTARIZED COPY OF A LEGAL DOCUMENT VERIFYING THE CHANGE OF NAME].

(Eff. 10/30/82, Register 84; am 7/4/84, Register 90; am 9/26/91, Register 119;
am ___/___/_____, Register _____)

Authority: AS 08.84.010(b) AS 08.84.090

12 AAC 54 is amended by adding a new section to Article 8 to read:

12 AAC 54.940. Review of interstate licensure compact. The board shall review all interstate licensure compacts, including bylaws, rules, and policies and procedures, as often as necessary to ensure effectiveness in this state. If the board determines that any interstate licensure compact no longer provides a benefit to the state, the board shall notify the legislature.

12 AAC 54.950(e) is amended to read:

(e) An applicant for a new license whose original license in this state was lapsed for five years or more and who has not been actively practicing in another state during that time shall satisfactorily complete either the supervised service delivery requirements for physical therapy set out under 12 AAC 54.540 or the supervised service delivery requirements for occupational therapy set out under 12 AAC 54.840 [AN INTERNSHIP APPROVED BY THE BOARD CONSISTING OF 150 HOURS OF TRAINING].

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(Eff. 10/1/88, Register 107; am 9/26/91, Register 119; am 10/3/2002, Register 163; am 6/10/2010, Register 194; am ___/___/_____, Register _____)

Authority: AS 08.01.100 AS 08.84.030 AS 08.84.040
AS 08.84.010