



Oregon

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Governor's 2023-2025 Budget Presentation Occupational Therapy Licensing Board (OTLB)

Nancy Schuberg, Executive Director (971-673-0198)

Erion Moore II, Board Chair

- I. **AGENCY MISSION** is to protect the public by supervising occupational therapy practice and to assure safe and ethical delivery of occupational therapy services.

Occupational Therapists have been licensed in Oregon since 1977 and the license numbers have increased steadily from just a few hundred licensees to over 3,050 in February 2022. (Between 2013-2019 the board had increases per biennia of 11%, 17% and 16%). However, during Renewals in March-May 2020, the Board lost 22% of its licensees, those that did not renew. By Renewals in 2022, licensure had grown back up to 3,050 however, the board lost 24% of its licensees, those that did not renew, leaving zero growth in renewal numbers. The most common reasons we heard were that the licensee had left the state or had retired.

Nationally, occupational therapy is growing much faster than the average for all occupations. The US Bureau of Labor projects OT's to grow 14% and OTA's to grow 25% between 2021 and 2031. OT will continue to be an important part of treatment for people with various illnesses and disabilities, such as Alzheimer's disease, cerebral palsy, autism or the loss of a limb.

II. AGENCY PERFORMANCE MEASURES

Key Performance 1: Timely Licensing: Over **98%** issued within 3 days of receipt of required documents.

Staff confirms primary source verification of education and licensure in other states and the national certification Board. Online applications and renewals save time. We process very few checks as payment is made mostly by credit card.

Key Performance 2: Timely resolution of complaints: **100%** within 120 days. In the past 4 years, the Board discipline case number has averaged 20 cases. Before that, the board averaged 10-13 per year. Cases are investigated upon receipt of the complaint and reviewed at upcoming quarterly Board meeting. We attribute the increase because of the growing number of licensees, more public awareness, mandatory reporting, FBI Fingerprint and LEADS background checks.

- Whenever possible, cases resolved by Consent Order without having costly administrative hearings.
- The Board contracts with the Board of Speech-Language Pathology and Audiology to use their investigator, as needed.

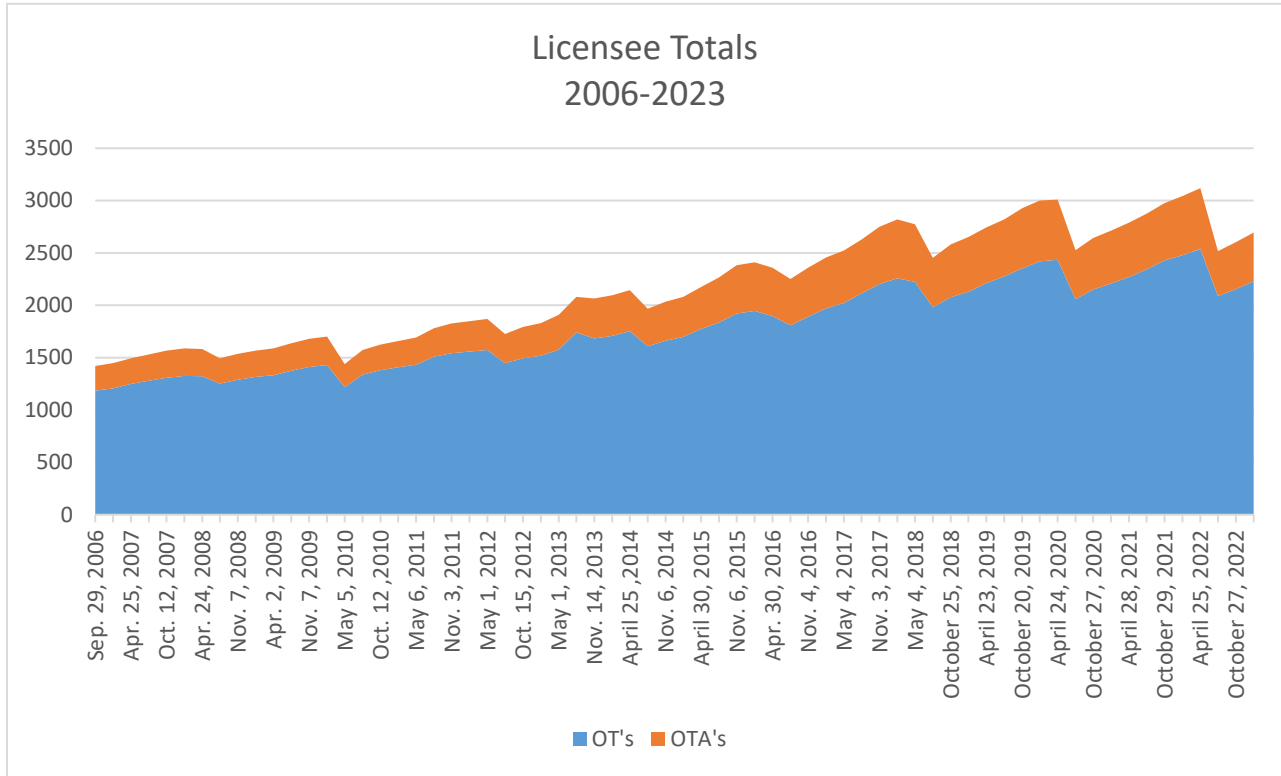
Key performance 3: Customer satisfaction: Customer service is at a high level. Over **98%** ratings received of good or excellent. Comments provided anonymously and reviewed by the Board annually to improve current services.

- Licensees and those who contact the Board appreciate the personal service and quick turnaround on questions and licensing.
- Applicants kept up-to-date on their application status.

Key Performance 4: Board follows best practices: **100%**. Reviewed and measured annually.

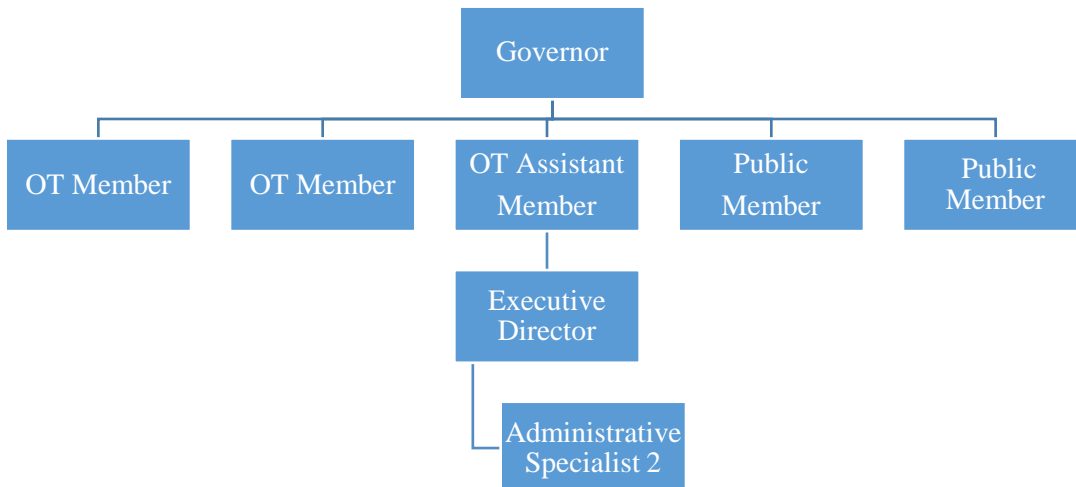
III. SUMMARY OF PROGRAMS

- Licensure of Occupational Therapists and Occupational Therapy Assistants within 3 days of receiving all required documentation. Investigate complaints and take appropriate action.
- Current licensee total as of 1/12/2023: **2,230 OT's** and **465 OTA's**. **Total: 2,695.**



IV. AGENCY ORGANIZATION

- Five-member Board: two Occupational Therapists, one Occupational Therapy Assistant and two public members.
- Administrative Staff includes the Executive Director and one half-time Administrative Specialist 2.
- The OT Board contracts with the Board of Speech-Language Pathology and Audiology (BSPA) to use their investigator, as needed.



Online license renewals: Renewals are held every other year, even years, eight months after the start of the biennium. The Board performs the state background LEDS checks (Law Enforcement Data System) on all **licensees** prior to renewals. Beginning in 2018, FBI background checks on all new **applicants** are required. The Board tracks and records required pain management and cultural competency continuing education courses and conduct audits on continuing education. The Board tracks and audits OTA Supervision.

Education of students and licensees:

- The Board presents every year at the state association (OTAO) conference.
- All new applicants are required to take and pass the free Board Law/Ethics exam, in place since 2014.
- Quarterly e-newsletter keeps licensees informed regarding Board news and proposed rules.
- Website: Continuous review and update of website to keep information current. Transition to new V4 user-friendly format completed since 2017. Update to latest V4.x version in process and due by 7/1/23.
- Schools in Oregon: Pacific U has an OTD program in Hillsboro and Linn Benton has an OTA program in Lebanon. The Board speaks to students from both schools annually to educate about the Board, statutes and rules and the licensing process.
- Three new OT educational programs starting up in Oregon in 2023-2024:
 1. **Western University of Health Sciences** – OTD program, Lebanon, OR. Starting July 2023. The inaugural co-hort will have 45 students and they expect the program to grow to 60 students. The location in Lebanon was chosen to address the needs for OTs in rural settings.
 2. **Western Oregon University** – OTD program, Salem, OR. Starting Sept. 2024. Targeting 40 students but plan to start with 35. The first public university offering an OT program in Oregon offering more accessibility to a wider range of students.
 3. **George Fox University** – Masters program, Newberg, OR. The proposed launch will occur in the fall of 2024.

V. 2022 RULE MAKING BY THE BOARD

Rule adoption:

339-010-0057 Health Care Interpreter Registry – In compliance with HB2359 (2021), establishes new requirements for the use of health care interpreters.

Rule amendments:

339-010-0018 Name, Address, and Telephone Number of Record – minor modification of requirements.

339-010-0020 Unprofessional Conduct – updates reference to most recent Code of Ethics.

339-010-0016 CE Requirements for Applicants of Licensure – In compliance with HB2078 (2021), implements pain management CE requirements for applicants for licensure.

339-020-0015 CE on Pain Management – Updates mandatory pain management CE requirements, in compliance with HB 2078(2021).

VI. MAJOR BUDGET INFORMATION:

- Revenue is 100% “Other Funds” and at least 9 months in cash reserves is needed to carry over to the next biennium.
- Relative to other health boards, costs are lower because of fewer discipline cases, resolved when possible by Consent Order. The Board has only had 1 case go to hearing.

- Administrative Specialist 2 – in 2019, the board asked to increase the position from .5 to .75 FTE to manage the increase in applications and discipline caseload. The Legislature approved the increase, however the board has kept the position .5 and never needed to increase the position to .75. In 2021, the legislature reduced the position to .65 to help the budget and for the current budgeting we are recommending it be reduced to back to .5.
- The board is reducing its limitation in office supplies and instate travel to help the budget.
- New licensing system in place as of March 1, 2020, and costs are now realized.

VII. PROPOSED LEGISLATION FOR 2023 SESSION

1. Policy Package 102 – Decrease expenditures

Decrease Administrative Assistant 2 from .65 to .5 FTE.

Why did OTLB increase the AS2 position from .5 FTE to .75 FTE in the first place?

In Feb. 2015 we were at 2080 licensees, in February 2017 we were at 2457, and in Feb 2019, 2652. In Feb 2020, we had over 3000 licensees. Not only did we have more applications to process and licensees to renew, we also had more questions to answer, more discipline to track and follow up with, more verifications, assistant supervision forms to input and track, more CE to Audit and pain management CE to track. The Board was concerned that current staff levels would be enough if the rate of growth continued. However, with the new Licensing Database the board is able to manage well at the current level, so the position was kept at .5.

Why decrease the AS2 FTE back to .5 from .75 time?

The Board continues to manage well with our AS2 working at half time. As of March 1, 2020, the new IT system is now in place. The new IT system has streamlined many of the AS2's duties. Applicants can input their own information on applications, and pay by credit card. We no longer have to process checks. We no longer have to input OTA supervision into our system, create licensee lists, etc. The decrease in FTE (from .75 to .65) in 21-23 and again in 23-25 (from .65 - .5) goes towards lowering the budget, ensuring that the board has at least 9 months ending balance at the end of FY2025.

Decrease Services and Supplies budget limitation (Office supplies & Instate Travel)

To lower the budget, the Board is reducing the number of in person meetings to just one time per year to reduce the cost of in-state travel (the travel expenses for the board members that live outside Portland). The Board now no longer sends out license certificates, which has saved money on postage. Licensees can now print off their own certificate from the new licensing system.

2. Policy Package 100 - Fee Increase

Up until the pandemic, the board enjoyed double digit growth every biennium and did not raise fees for 15 years. In fact, they were reduced twice during that time. For the 21-23 biennium, the board raised its fees due to increased expenses (Licensing system costs realized), and lack of revenue growth during 2020 renewals which occurred during the onset of COVID-19.

For the 23-25 biennium, the OT Board must raise its fees again due to \$50K worth of unexpected budget hits in the current biennium and no renewal growth. The impacts include higher personal services due to a pay equity bump, extra step added, early COLA and HB 2992 (2021) requiring a higher stipend for board members. There was also a new lease which has almost doubled the monthly rent. Beginning in 23-25, the Shared Financial Services contract will increase from \$9,300 to over \$33,000/biennium. (The existing contract was estimated too low due to lack of reliable historical data).

With the fee increase and reduction in expenses, the board has conservatively forecasted to be able to sustain its operating costs through 2029.

Proposed increases:

- OT Renewal: \$200 to \$240 (2-year renewal cycle)
- OTA Renewal: \$140 to \$160 (2-year renewal cycle)
- OT 1 year application: \$120 to \$160
- OTA 1 year application: \$90 to \$130

VIII. HYPER LINK TO OTLB's GOVERNOR'S BUDGET Binder: Click [here](#)

Attached please find the following:

IX. 107BF23 – Program prioritization for 2023-25

X. Other Fund Ending Balance form.

Thank you for the opportunity to explain the OTLB budget and programs.

