

# The Florida Board of Occupational Therapy Practice

**DRAFT** Minutes  
**DECEMBER 20, 2018**



**James Spafford, Board Chair**

**DEPARTMENT OF HEALTH  
BOARD OF OCCUPATIONAL THERAPY PRACTICE  
SPECIAL BUSINESS MEETING  
BY TELEPHONE CONFERENCE CALL  
DECEMBER 20, 2018**

**DIAL-IN NUMBER: 1-888-670-3525  
CONFERENCE CODE NUMBER: 7811783909**

***Call to Order***

**10:00 a.m. EST** - Call to Order - General Business Meeting

Mr. Spafford, Board Chair, called the meeting to order at 10:01 a.m. Those present for all or part of the meeting, included the following:

**MEMBERS PRESENT**

James F. Spafford, Consumer Member, Chair  
Tameka German, OT  
Elena Vizvary, OT  
Dr. Caylee Banta, OT

**STAFF PRESENT**

Allen Hall, Executive Director  
Anna King, Program Administrator  
Deborah Boutwell, Regulatory Specialist II  
Giselle Horton, Regulatory Specialist II

**SENIOR ASSISTANT ATTORNEY GENERAL**

Donna McNulty, Board Counsel

**GENERAL BUSINESS**

**10:00 a.m. (ET)**

Call to Order – General Business Meeting

**TAB 1 - OT/OTA License Renewal Extension**

Due to the widespread damage to the Florida Panhandle, by Hurricane Michael, the Department requests the Board of Occupational Therapy Practice's recommendation to extend the licensure renewal deadline of February 28, 2019 for occupational therapy licensees.

Although renewal is a Departmental function, guidance from the Board has been requested before renewal adjustments are made. Due to requirements of the renewal system, any requested accommodations will be extended to all licensees.

**MOTION:** After discussion, Dr. Banta made a motion to recommend the Department extend the renewal deadline for occupational therapy licenses until June 30, 2019. The motion included the Board's request that licensees accruing more than the required hours of continuing education, beyond the 02/28/2019 renewal deadline, be granted credit for the 2021 renewal. The motion was seconded by Ms. Vizvary and carried unanimously with a 4/0 vote.

Further discussion was held regarding how licensees will be notified. Ms. King advised the Licensure Services Unit is ultimately responsible for the Department's renewal function and will notify licenses and post updates on the Board's website.

There being no further business, Mr. Spafford adjourned the meeting at 10:21 a.m.