



## ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

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### Regular Session Minutes

**November 3, 2017**

Board Members Present:                   Quenton McCallister, Chair, OT Member  
Dana Hutchings, OT Member  
Barbara Paulson, Public Member

Board Members Absent:                   Dr. Donald Hosenfeld, Vice Chair, OT Member

Staff Present:                               Karen Whiteford, Executive Director  
Vicki Egurrola, Administrative Assistant

Legal Staff Present:                       Sabrina Khan, Assistant Attorney General

#### **1) CALL TO ORDER**

Mr. McCallister called the meeting to order at 1:34 p.m.

#### **2) ROLL CALL**

The following members were present: Quenton McCallister, Dana Hutchings, and Barbara Paulson.

#### **3) DECLARATION OF CONFLICTS OF INTEREST**

There were no conflicts of interest reported.

#### **4) REVIEW, CONSIDERATION, AND POSSIBLE ACTION REGARDING APPROVAL OF THE MEETING MINUTES.**

a) Regular Session Meeting Minutes of October 13, 2017

Ms. Whiteford stated that there was an omission on agenda item 4)a). Mr. McCallister moved the Board approve the regular session meeting minutes of October 13, 2017, with the correction. Ms. Paulson seconded the motion. The motion passed 3-0.

#### **5) REVIEW AND CONSIDER FUTURE BOARD MEETING SCHEDULE**

There were no reported conflicts with the upcoming Board meeting schedule.

a) December 8, 2017

b) January 12, 2018 (1740 West Adams, Phoenix)

c) February 9, 2018 (1740 West Adams, Phoenix)

**6) CONSENT AGENDA: REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE**

a) Initial Applications (30):

Mr. McCallister moved the Board approve the 30 initial applications on the consent agenda. Ms. Hutchings seconded the motion. The motion passed 3-0.

First Name	Last Name	Application Type
Valerie	Adams	OT
Brittany	Akanbi	OTA
Erika	Alumbaugh	OTA
Melissa	Anderson	OTA
Anastasia	Biagi	OTA
Emily	Brzuzny-Finch	OT
Taylor	Cypin	OT
Sarah	DeCeuninck	OT
Jacqueline	Dorrity	OT
Michelle	Ducat	OTA
Ana	Flores	OT
Linda	Fountain	OTA
Vito	Gasparro	OTA
Cathleen	Kelly	OT
Christine	Lewandowski	OT
Mallory	McCarthy	OTA
Kyle	Montalto	OT
Joy	Nichols	OT
Kyle	Power	OT
Bailey	Pryor	OT
Melissa	Ricciardelli	OT
Paul	Riesling	OT
Beatriz	Sapon Pec	OTA
April	Schmiesing	OT
Holly	Shearer	OT
Tiffany	Therrien	OT
Ashley	Thomas	OT
Kathie	Venable	OTA
Sonya	Venitelli-Heron	OT
Stacy	Wojoy	OT

b) Renewal Applications (80):

Ms. Hutchings moved the Board approve the 80 renewal applications in the consent agenda. Ms. Paulson seconded the motion. The motion passed 3-0.

License #	First Name	Last Name	License Type	License Status	License Expires	Comments
3769	David	Baxter	OT	Active	12/16/2017	
0962	Amy	Betts	OT	Active	11/18/2017	
4481	Stephanie	Bielefeld	OT	Active	12/6/2017	
2686	Tim	Bielefeld	OT	Active	11/12/2017	
5608	Tracy	Biggs	OTA	Active	10/20/2017	
2467	Rita	Borens	OTA	Inactive	11/21/2017	
4936	Trinette	Brewer	OTA	Active	10/16/2017	
6329	Michael	Bruno	OT	Active	10/8/2017	
6397	Wendy	Burkholder	OT	Active	12/13/2017	
4447	Scott	Busby	OTA	Active	11/12/2017	
6347	Jill	Campbell	OTA	Active	10/22/2017	

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5638	Anastacio	Castro	OTA	Active	11/17/2017	
5617	Heather	Chavez	OTA	Active	10/20/2017	
6400	Keely	Close	OTA	Active	12/13/2017	
1155	Michelle	Cole	OT	Active	11/21/2017	
2823	Jacqueline	Conway	OT	Active	11/8/2017	
1058	Kristin	Cramer	OT	Active	10/16/2017	
1801	Colleen	Crook	OT	Active	12/16/2017	
1800	DuWayne	Crook	OT	Active	12/16/2017	
2429	Jodi	Duecker	OT	Active	11/21/2017	
5613	Monique	Dundore	OT	Inactive	10/20/2017	
6387	Sarah	Edmondson	OTA	Active	11/4/2017	
1731	Charles	Esquivel	OTA	Active	10/22/2017	
6357	Jason	Faflik	OTA	Active	11/15/2017	
6348	Jasmine	Fernandez	OTA	Active	11/11/2017	
3159	Debra	Flanagan	OT	Active	10/13/2017	
3255	Renee	Forster	OTA	Inactive	10/8/2017	
2813	Kimberly	Fritz	OT	Active	10/14/2017	
6361	Lindsay	Goettl	OTA	Active	11/15/2017	
1451	Garth	Gruenhagen	OTA	Active	10/22/2017	
5615	Elizabeth	Haas	OT	Active	10/20/2017	
2473	Rebecca	Hydrick	OTA	Active	11/21/2017	
1160	Sandra	Jensen	OT	Active	11/20/2017	
1935	Deborah	Kinsey	OTA	Active	11/16/2017	
5670	Erica	Kopp	OT	Active	12/22/2017	
4991	Melissa	Loper	OTA	Active	11/22/2017	
1782	Jennifer	Lutton	OT	Active	11/17/2017	
6363	Katie	Marolia	OT	Active	11/15/2017	
1578	Pamela	Mcnamara	OT	Active	11/28/2017	
6437	Carolyn	Melyon	OT	Active	1/10/2018	
3608	Rowena Christine	Mesola-Chan	OT	Active	11/20/2017	
2301	Denise	Miller	OT	Active	11/21/2017	
5642	Dawn	Moyer	OT	Active	11/17/2017	
2046	Betty	Naylor	OTA	Active	11/4/2017	
4999	Victor	Ornelas	OTA	Active	12/11/2017	
5625	Kelly	Orth	OT	Active	10/20/2017	
4467	Gary	Osses	OT	Active	11/12/2017	
3161	Ty	Pehrson	OT	Active	11/12/2017	
6428	Sabrina	Pennyman	OTA	Active	12/13/2017	
6367	Natalie	Phalen	OTA	Active	11/15/2017	
3578	Beatrice	Preciado	OT	Active	10/30/2017	
3155	Cambria	Priebe	OT	Active	11/2/2017	
2447	Catherine	Quiroz	OT	Active	10/21/2017	
4984	Carlos	Ramirez	OTA	Active	11/20/2017	
1627	Nancy	Reyes	OT	Active	10/14/2017	
4019	Christine	Rowser	OT	Active	10/14/2017	
6370	Lori	Rubinelli	OTA	Active	11/15/2017	
2469	Rosanna	Ruiz	OTA	Active	11/21/2017	
6373	Guadalupe	Sarmiento	OT	Active	11/15/2017	
2407	Charlotte	Satterwaite	OTA	Active	11/21/2017	
4025	Rebecca	Schmotzer	OT	Active	11/12/2017	
6374	Kristin	Schneider	OT	Active	11/15/2017	
1783	Tania	Shearon	OT	Active	11/17/2017	
6377	Samantha	Skaates	OTA	Active	11/15/2017	
6378	Breanna	Snyder	OT	Active	11/15/2017	

2838	Lynn	Strom	OTA	Active	11/18/2017	
2433	Charles	Stuart	OTA	Active	11/1/2017	
3167	Lori	Taylor	OT	Inactive	11/16/2017	
1979	Mary Jo	Todd	OT	Active	11/13/2017	
5633	Michelle	Toyos	OTA	Active	10/20/2017	
6381	Courtney	Uphoff	OT	Active	11/15/2017	
6382	Roxanna	Valenzuela	OTA	Active	11/15/2017	
6430	Hilary	Vargo	OT	Active	12/22/2017	
4474	Jenna	Verelius	OT	Active	11/12/2017	
6386	Larizza	Viado	OTA	Active	11/15/2017	
4968	Britta	Walsh	OTA	Inactive	10/26/2017	
6383	Jennifer	Wang	OT	Active	11/15/2017	
3086	Barbara	Webster	OTA	Active	10/17/2017	
4990	Sharon	Yuda	OT	Active	11/20/2017	
4963	Meghan	Zimmer	OT	Active	10/16/2017	

- c) Limited License Applications (0)  
None

**7) REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE**

- a) Initial Applications – Board Review
- i) Jessica Rickman – Following discussion, Ms. Hutchings moved the Board approve Ms. Rickman’s initial application. Mr. McCallister seconded the motion. The motion passed 3-0.
  - ii) Nicole Wohlers – Following discussion, Ms. Hutchings moved the Board approve Ms. Wohlers’ initial application. Ms. Paulson seconded the motion. The motion passed 3-0.
- b) Renewal Applications – Board Review
- i) Kimberly Briggs, OT #1348 – Following discussion, Ms. Hutchings moved the Board approve Ms. Briggs’ renewal application. Mr. McCallister seconded the motion. The motion passed 3-0.
- c) Limited Permit Applications – Board Review  
None

**8) REVIEW, CONSIDERATION, AND POSSIBLE ACTION – COMPLAINTS, INVESTIGATIONS AND COMPLIANCE**

- a) Initial Review of New Complaints
- b) Open Complaints and Investigations
- i) Jyhfang Jehng, OT #2990 – Continued to December 8 meeting
  - ii) Susan Maranto, OTA #4410  
Ms. Maranto was present and represented by her attorney, Mr. Robert Chelle. Mr. Chelle made an opening statement. The Board Members asked Ms. Maranto questions regarding her billing practices. Ms. Maranto explained how she typically provides services to patients. Mr. Chelle commented that the employees who were tasked to find errors in Ms. Maranto’s recordkeeping were predisposed to find discrepancies.  
Mr. McCallister moved the Board go into executive session to obtain legal advice. Ms. Paulson seconded the motion. The motion passed 3-0. The Board entered executive session at 1:55 p.m.

Upon returning to open session at 2:14, Mr. McCallister asked Ms. Maranto if she could account for the treatment time discrepancy for patient FR. Mr. Chelle stated that Ms. Maranto cannot be expected to remember details of patient treatment time from back in March. Ms. Hutchings asked Ms. Maranto if she could remember details of her timekeeping. Ms. Maranto said she no longer works at that place of employment and cannot remember

details. Ms. Maranto commented that sometimes she treats patients in their rooms and was not observed during that time.

Following further questions and discussion, Ms. Hutchings moved the Board offer Ms. Maranto a non-disciplinary consent agreement to include four hours of continuing education in the area of medical billing and/or documentation, taken within six months of the effective date of the consent agreement. The continuing education course(s) must be approved by Board staff prior to completion and may not be used for continuing education credit at Ms. Maranto's next renewal. Ms. Hutchings motion included a letter of concern to address her record keeping practices. Ms. Paulson seconded the motion. The motion passed 3-0.

- c) Review, Discussion, and Possible Action of Whether or Not to Open a Complaint
  - i) Yvette Morales, OTA #5592  
Following review and discussion, Ms. Hutchings moved the Board take no action against Ms. Morales' license. Mr. McCallister seconded the motion. The motion passed 3-0.
- d) Status of Compliance with Board Order/Approval of Board Ordered CE
  - i) Natasha Lewis, 16-OTA-6746 – No update.
  - ii) Dana Greenlee, Non-Disciplinary, 17-OTA-7033 – No update.
  - iii) Gayle Schoenbaum, Non-Disciplinary, 16-OTA-6746 – No update.
  - iv) Shane Johnson, 17-OT-2743 – No update.

Ms. Hutchings asked Board staff to send reminders to all licensees listed above.

## **9) REVIEW, CONSIDERATION, AND POSSIBLE ACTION – BOARD BUSINESS AND REPORTS**

- a) Executive Director's Report – Verbal Report and Discussion – No Action Required  
Ms. Whiteford provided a verbal report. No Board action was required.
  - i) Financial Report
  - ii) Review Recent Board Staff Activities
- b) Administrative Project Status Report
  - i) Policies and Procedures – Ms. Whiteford stated that policies and procedures were being updated to include remote deposit.
  - ii) Application Automation (eLicensing) – Ms. Whiteford stated that the project was in week 6 of 18 and was progressing quickly.
  - iii) Compliance with Executive Order 2017-02 (Stakeholder Survey) – Ms. Paulson offered to assist Ms. Whiteford with drafting a response to stakeholders.
  - iv) Rule Revisions – No update.
  - v) Board Member Training – No update.
  - vi) Sunset Audit – Ms. Whiteford informed the Board that she received notice that the Committee of Reference meeting was scheduled for November 27, 2017.

- c) Other Board Business and Reports
  - i) Volunteer Registration – Ms. Whiteford informed the Board of the legislation that requires the agency to provide, upon Board approval, a 14-day volunteer registration to those who are licensed in other states to volunteer at a free clinic.
  - ii) CE Broker – Ms. Whiteford gave a summary of the services CE Broker provides. The Board supported looking into using the service in the future.
  - iii) Open Public Board Member Position – Ms. Whiteford stated that she sent an email to Laddie Shane from the Governor’s Office of Boards and Commissions but had not received a response.
  - iv) Move to 1740 W. Adams Ave. – Ms. Whiteford stated the staff office would be moving on December 21.

**10) AGENDA ITEMS FOR NEXT MEETING – IF ANY**

None

**11) CALL TO THE PUBLIC**

No members of the public stepped forward to speak.

**12) ADJOURNMENT**

There being no further business before the Board, the meeting adjourned at 2:46 p.m.

Respectfully Submitted,

Karen Whiteford  
Executive Director