

KATIE HOBBS
Governor

CHRISTOPHER DALY
Chair



SHAINA GANATRA
Executive Director

ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

1740 West Adams Street, Suite 3407
Phoenix, Arizona 85007
www.ot.az.gov
(602) 589-8353 Fax: (602) 589-8354

September 3, 2024

Governor Katie Hobbs
State of Arizona
Office of the Governor
1700 W. Washington Street
Phoenix, AZ 85007

Dear Governor Hobbs:

The Arizona Board of Occupational Therapy Examiners hereby submits its budget for Fiscal Year 2026 for your consideration. The Board has identified three issues that require additional funding.

Thank you for your consideration of this request. If you have any questions, please call me at (602) 589-8353.

Regards,

A handwritten signature in cursive script that reads "Shaina Ganatra".

Shaina Ganatra
Executive Director



State of Arizona Budget Request

State Agency

Board of Occupational Therapy Examiners

A.R.S. Citation: A.R.S. §§ 32-3401 to 32-3446

Governor Hobbs:

This and the accompanying budget schedules, statements and explanatory information constitute the operating budget request for this agency for Fiscal Year 2026.

To the best of my knowledge all statements and explanations contained in the estimates submitted are true and correct.

Agency Head: **Shaina Ganatra**
Title: **Executive Director**

Shaina Ganatra 9/3/2024
(signature)

Phone: 6025898353

Prepared by:
Email Address:
Date Prepared: September 3, 2024

Appropriated Funds

Total Amount Requested:
Occupational Therapy Fund

Non-Appropriated Funds

Board of Occupational Therapy Examiners Total:

	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Total Amount Requested:	306.7	142.8	449.5
Occupational Therapy Fund	306.7	142.8	449.5
	-	-	-
Board of Occupational Therapy Examiners Total:	306.7	142.8	449.5

Agency Summary

Board of Occupational Therapy Examiners

Shaina Ganatra, Executive Director

Phone: 6025898353

A.R.S. §§ 32-3401 to 32-3446

Mission:

To protect the health, safety, and welfare of the public by licensing and regulating individuals who provide occupational therapy services.

Description:

The Board of Occupational Therapy Examiners issues licenses for Occupational Therapists and Occupational Therapy Assistants. The Board requires that each applicant meet minimum standards of education, experience, and competence. The Board also investigates complaints and takes appropriate disciplinary action.

Agency Summary: (\$ Thousands)

Program	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
▶ Board of Occupational Therapy Examiners	225.7	306.7	449.5
Agency Total:	225.7	306.7	449.5

Funding:

	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
Other Appropriated Funds	225.7	306.7	449.5
Total Funding	225.7	306.7	449.5

FTE Positions	2.0	2.0	3.0
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5 Year Plan

Issue 1 Evaluate the qualifications of applicants for licensure.

Description: The Board has seen a steady increase of the number of applications for new licenses and the number of renewals each year. The new e-Licensing system has improved the process by eliminating the need for Board staff to enter data from a written applications.

Solutions:

The Board of Occupational Therapy is pursuing changes to statues and rules to increase the efficiency of application processing, while still ensuring qualified applicants receive a license.

Resource Assumptions

	FY 2027 Estimate	FY 2028 Estimate	FY 2029 Estimate
Full-Time Equivalent Positions	3.0	3.0	3.0
General Fund	-	-	-
Other Appropriated Funds	449.6	449.6	449.6
Non-Appropriated Funds	-	-	-
Federal Funds	-	-	-

Program Summary

Board of Occupational Therapy Examiners (OTA-1-0)

Shaina Ganatra, Executive Director

Phone: 6025898353

A.R.S. §§ 32-3401 to 32-3446

Mission:

To protect the health, safety, and welfare of the public by licensing and regulating individuals who provide occupational therapy services.

Description:

The Board of Occupational Therapy Examiners is a regulatory board which issues and renews bi-annually approximately 1,800 active licenses for the occupational therapy profession and monitors 1,469 closed licenses. By law, the Board requires that each applicant meet minimum standards of education, experience, and competency. The Board also receives and investigates complaints, takes appropriate disciplinary action, and responds to inquiries from consumers as to the license status of individual occupational therapy professionals.

Funding:

	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
Other Appropriated Funds	225.7	306.7	449.5
Total Funding	225.7	306.7	449.5

FTE Positions	2.0	2.0	3.0
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◆ **Goal 1** To investigate and adjudicate complaints within 120 days

Performance Measures	FY 2023 Actual	FY 2024 Estimate	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
Number of occupational therapy complaints received	14	16	20	18	25
Number of complaints resulting in disciplinary action	4	6	6	8	10
Complaints resolved within 120 days	4	6	6	8	10
Percent of complaints resolved within 120 days	100	100	100	100	100

◆ **Goal 2** To ensure that licenses and renewals are issued in a timely manner to Occupational Therapists and Occupational Therapy Assistants with high standards of professional and ethical standards.

Performance Measures	FY 2023 Actual	FY 2024 Estimate	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
Number of license renewal applications received and renewed (OTs and OTAs)	1,785	1,874	2,547	1,967	3,000
Number of Licensees (OTs and OTAs)	4,475	4,698	4,634	4,933	5,000
Number of initial license applications received (OTs and OTAs)	538	564	615	593	650
Number of Initial Licenses Issued (OTs and OTAs)	538	564	615	593	650
Average calendar days to process and issue a renewal application	10	11	45	12	15

- ◆ **Goal 2** To ensure that licenses and renewals are issued in a timely manner to Occupational Therapists and Occupational Therapy Assistants with high standards of professional and ethical standards.

Performance Measures	FY 2023 Actual	FY 2024 Estimate	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
Average calendar days to process and issue an initial license	12	13	45	14	30

- ◆ **Goal 3** To continually improve customer satisfaction by providing consistency in carrying out the Board's policies and procedures.

Performance Measures	FY 2023 Actual	FY 2024 Estimate	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
Number of individuals licensed as occupational therapists	3,076	3,229	3,209	3,391	3,391
Number of individuals licensed as Occupational Therapy Assistants	1,399	1,468	1,425	1,542	1,542

Agency 5 Year Plan

OTA Board of Occupational Therapy Examiners

Issue 1 Evaluate the qualifications of applicants for licensure.

Description: The Board has seen a steady increase of the number of applications for new licenses and the number of renewals each year. The new e-Licensing system has improved the process by eliminating the need for Board staff to enter data from a written applications.

Solutions:

The Board of Occupational Therapy is pursuing changes to statues and rules to increase the efficiency of application processing, while still ensuring qualified applicants receive a license.

Resource Assumptions

	FY 2027 Estimate	FY 2028 Estimate	FY 2029 Estimate
Full-Time Equivalent Positions	3.0	3.0	3.0
General Fund	-	-	-
Other Appropriated Funds	449.6	449.6	449.6
Non-Appropriated Funds	-	-	-
Federal Funds	-	-	-

AGENCY SUMMARY

Program: OTA Board of Occupational Therapy Examiners
Director: Shaina Ganatra, Executive Director
Phone: 1740 W Adams St, Ste 3407, Phoenix, AZ 85007 6025898353
Statute: A.R.S. §§ 32-3401 to 32-3446
Plan Contact: ,

Mission:

To protect the health, safety, and welfare of the public by licensing and regulating individuals who provide occupational therapy services.

Description:

The Board of Occupational Therapy Examiners issues licenses for Occupational Therapists and Occupational Therapy Assistants. The Board requires that each applicant meet minimum standards of education, experience, and competence. The Board also investigates complaints and takes appropriate disciplinary action.

AGENCY SUMMARY

Program: OTA Board of Occupational Therapy Examiners
Director: Shaina Ganatra, Executive Director
Phone: 1740 W Adams St, Ste 3407, Phoenix, AZ 85007 6025898353
Statute: A.R.S. §§ 32-3401 to 32-3446
Plan Contact: ,

PROGRAM SUMMARY

Program: Board of Occupational Therapy Examiners (OTA-1-0)
Contact: Shaina Ganatra, Executive Director
Phone: Phone: 6025898353
Statute: A.R.S. §§ 32-3401 to 32-3446

Mission:

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Description:

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◆ **Goal 1 To investigate and adjudicate complaints within 120 days**

Performance Measures:				FY 2023	FY 2024	FY 2024	FY 2025	FY 2026
ML	Budget	Type		Actual	Estimate	Actual	Estimate	Estimate
X	X	IP	Number of occupational therapy complaints received	14	16	20	18	25
X		IP	Number of complaints resulting in disciplinary action	4	6	6	8	10
X		OC	Complaints resolved within 120 days	4	6	6	8	10
X		EF	Percent of complaints resolved within 120 days	100	100	100	100	100

◆ **Goal 2 To ensure that licenses and renewals are issued in a timely manner to Occupational Therapists and Occupational Therapy Assistants with high standards of professional and ethical standards.**

Performance Measures:				FY 2023	FY 2024	FY 2024	FY 2025	FY 2026
ML	Budget	Type		Actual	Estimate	Actual	Estimate	Estimate
X		IP	Number of license renewal applications received and renewed (OTs and OTAs)	1,785	1,874	2,547	1,967	3,000
X		OC	Number of Licensees (OTs and OTAs)	4,475	4,698	4,634	4,933	5,000
X		IP	Number of initial license applications received (OTs and OTAs)	538	564	615	593	650

AGENCY SUMMARY

Program: OTA Board of Occupational Therapy Examiners
Director: Shaina Ganatra, Executive Director
Phone: 1740 W Adams St, Ste 3407, Phoenix, AZ 85007 6025898353
Statute: A.R.S. §§ 32-3401 to 32-3446
Plan Contact: ,

◆ **Goal 2 To ensure that licenses and renewals are issued in a timely manner to Occupational Therapists and Occupational Therapy Assistants with high standards of professional and ethical standards.**

Performance Measures:			FY 2023	FY 2024	FY 2024	FY 2025	FY 2026
ML	Budget	Type	Actual	Estimate	Actual	Estimate	Estimate
X		OP Number of Initial Licenses Issued (OTs and OTAs)	538	564	615	593	650
X		EF Average calendar days to process and issue a renewal application	10	11	45	12	15
X		EF Average calendar days to process and issue an initial license	12	13	45	14	30

◆ **Goal 3 To continually improve customer satisfaction by providing consistency in carrying out the Board's policies and procedures.**

Performance Measures:			FY 2023	FY 2024	FY 2024	FY 2025	FY 2026
ML	Budget	Type	Actual	Estimate	Actual	Estimate	Estimate
X	X	OP Number of individuals licensed as occupational therapists	3,076	3,229	3,209	3,391	3,391
X		OP Number of individuals licensed as Occupational Therapy Assistants	1,399	1,468	1,425	1,542	1,542

Budget Related Performance Measures
OTA Board of Occupational Therapy Examiners

PROGRAM SUMMARY

Program: Board of Occupational Therapy Examiners (OTA-1-0)

Contact: Shaina Ganatra, Executive Director 6025898353

2nd Contact:

Statute: A.R.S. §§ 32-3401 to 32-3446

ML	Budget Type	Performance Measures	FY 2023 Actual	FY 2024 Estimate	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	IP Number of occupational therapy complaints received	14	16	20	18	25
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	OP Number of individuals licensed as occupational therapists	3,076	3,229	3,209	3,391	3,391