

1 Texas Board of Occupational Therapy Examiners

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2 Education Committee Meeting  
3 333 Guadalupe, Suite #2-510  
4 Austin, TX 78701  
5 June 12, 2014  
6 11:00 AM  
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8 Committee Members Present: Todd Novosad, OTR, Education Committee Chair  
9 Jennifer B. Clark, COTA  
10 DeLana Honaker, OTR, PhD, FAOTA  
11 Pamela Nelon, Public Member  
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13 Staff Present: Augusta Gelfand, OT Coordinator  
14 Mark Turek, Chief Investigator  
15 Lea Weiss, Assistant Licensing Manager  
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18

19 **I. Call to Order**

20 Todd Novosad, Education Committee Chair, called the meeting to order at 11:01 AM. He called  
21 the roll and determined that a quorum existed.  
22

23 **2. Public Comment**

24 There was no public comment.  
25

26 **3. Approval of minutes from September 13, 2013**

27 **Motion: To approve the minutes as corrected**

28 **Made by: DeLana Honaker**

29 **Second by: Pamela Nelon**

30 **Motion passed.**  
31

32 **4. Discussion and possible action on proposed recommendations from the Education**  
33 **Committee on Chapter 367 to discuss post-tests, repeating courses, voluntarism, adjunct**  
34 **faculty, and other continuing education issues**  
35

36 **Post-Tests:**

37 The Committee determined that the wording in §367.2(a)(4) requires that a post-test needs to be  
38 completed for online courses, and thus the audit letter should be revised to request that  
39 documentation from licensees as part of the CE audit documentation.  
40

41 **Repeating Courses:**

42 The Committee determined that §367.1(e) clearly states that specific courses may not be  
43 repeated and that the audit letter may be changed to reflect the need for licensees to explain  
44 what percentage of a course is new content when including repeated courses in audit  
45 documentation. The committee determined that only the new content may be counted in a  
46 licensee's continuing education hours for the pertaining renewal period.  
47

48 **Voluntarism:**

49 The Committee determined that Chapter 367 clearly describes the voluntarism option regarding  
50 CE and that no rule change would be needed.  
51

1 Adjunct Faculty:  
2 The Committee determined that there is no need to differentiate between adjunct and regular  
3 faculty.  
4  
5 The Committee discussed the wording for a new category of CE that would allow a licensee,  
6 whether an adjunct or regular faculty member, to receive hour per hour credit, maximum 10  
7 hours, for the creation of a new course at or through an accredited college or university.  
8  
9 The Committee proposed removing “and has signed to that fact on the renewal form” from  
10 367.3(a), Continuing Education Audit, as most licensees complete their license renewal online.  
11  
12 The Committee noted that documentation of CE coursework must appear on the official  
13 letterhead of the provider and be accompanied by the signature of the authorized signer.  
14  
15 **5. Discussion and possible action on future meeting agenda items and dates**  
16 The next Education Committee meeting will be set as needed.  
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18 **6. Adjournment**  
19 The Committee adjourned at 11:49 AM.  
20  
21 **Minutes adopted on: November 7, 2014**