



Oregon

Tina Kotek, Governor

Occupational Therapy Licensing Board

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2025-2027 Governor's Budget Presentation Occupational Therapy Licensing Board (OTLB)

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

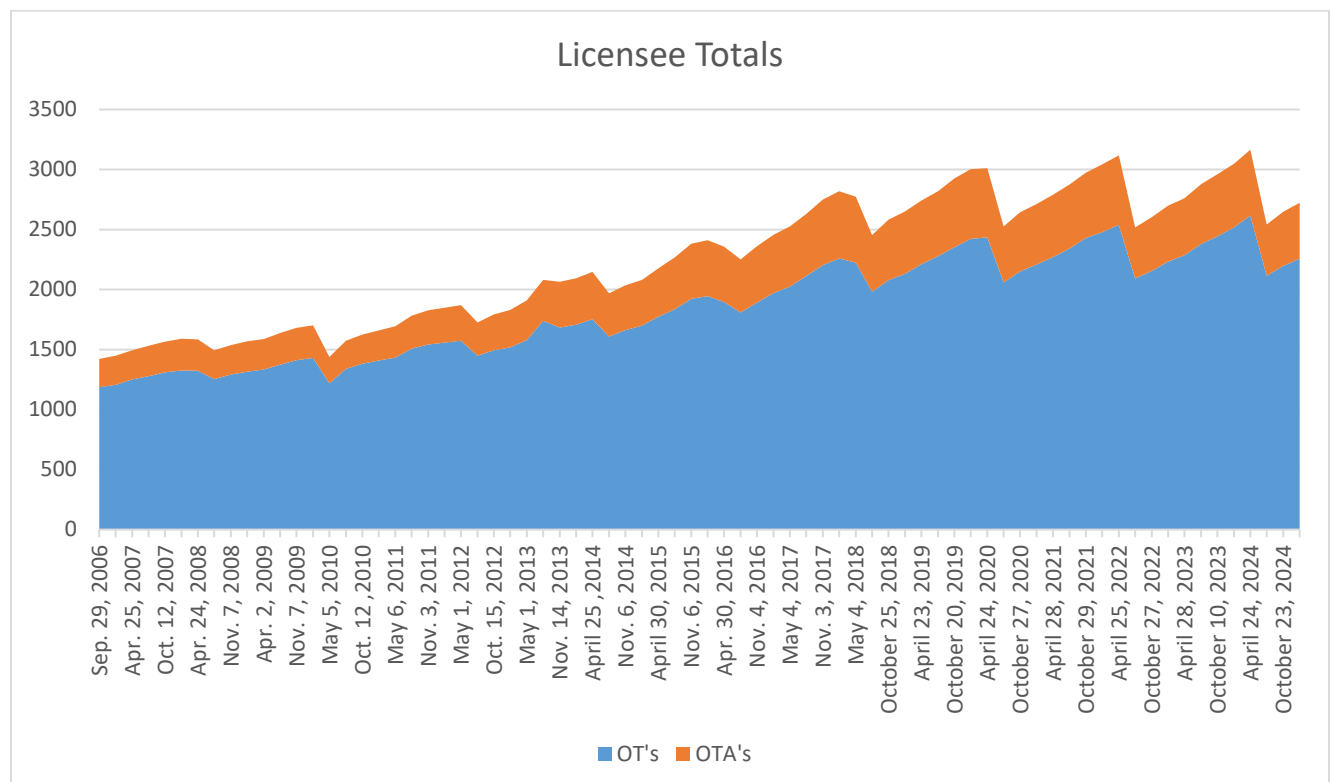
Whitney Hooker, Board Chair

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

II. SUMMARY OF PROGRAMS

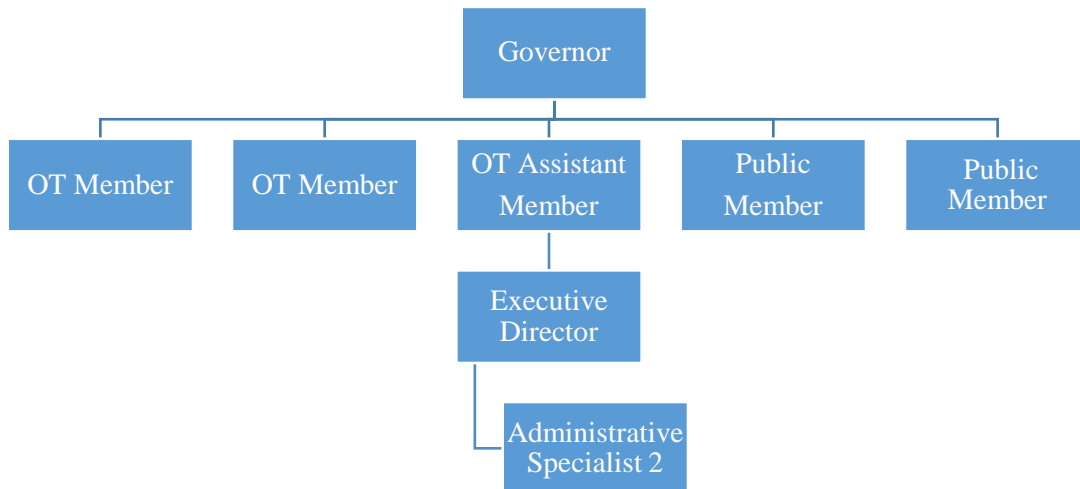
- Licensure of Occupational Therapists and Occupational Therapy Assistants within 3 days of receiving all required documentation. Investigate complaints and take appropriate action when violations occur.
- Current licensee total as of 2/5/2025: **2,282 OT's** and **470 OTA's**. **Total: 2,752.**

Occupational Therapy practitioners have been licensed in Oregon since 1977. Nationally, occupational therapy is growing much faster than the average for all occupations. The US Bureau of Labor projects OTs to grow 11% and OTAs to grow 21% between 2023 and 2033. 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.



III. 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 Mental Health Regulatory Agency (MHRA) to use their investigator, as needed.



Online license renewals: License renewals are held every other year, even years, nine 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 conducts 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.
- E-newsletter keeps licensees informed regarding Board news and proposed rules.
- Website: Continuous review and update of website to keep information current. Update to the latest V4.x version was completed in June 2023.
- Schools in Oregon: Pacific U has an OTD program in Hillsboro and Linn Benton has an OT Assistant program in Lebanon. The Board speaks to students from both schools annually to educate about the Board, statutes and rules and the licensing process.
- Two new OT educational programs with first cohort in Fall 2024:
 1. **Western Oregon University** – Doctorate OT program, Salem, OR. First cohort began Sept. 2024. The first public university with an OT program in Oregon, offering more accessibility to a wider range of students.
 2. **George Fox University** – Doctorate OT program, Newberg, OR. First cohort began Sept. 2024

IV. AGENCY PERFORMANCE MEASURES

KPM 1 - Timely Licensing: Over 98% issued within 3 days of receipt of required documents.

- Staff confirm 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.

KPM 2 - Timely resolution of complaints: 100% within 120 days. In the past 6 years, the Board has had an average of about 20 cases. Cases are investigated upon receipt of the complaint and reviewed at the upcoming quarterly Board meeting.

- Whenever possible, cases are resolved by Stipulated Agreement without having costly administrative hearings.
- The Board contracts with the Mental Health Regulatory Agency to use their investigator, as needed.

KPM 3 - Customer satisfaction: Customer service is at a high level. Over 95% 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 and can check their status online at any time.

KPM 4 - Board follows best practices: 100%. Reviewed and measured annually by the board.

V. 2024 RULE MAKING BY THE BOARD

Rule amendment:

339-010-0005: Updates the rules (6)(c)(L) under Definitions regarding feeding and eating, aligning it with the 2022 AOTA practice act.

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 Stipulated Agreement. The Board has only had one case go to hearing.
- No fee increases projected for 2025-2027 Biennium. With the 23-25 fee increases and reduction in expenses, the board has conservatively forecasted to be able to sustain its current fees through 2029.
- The board continues to absorb the \$4 per licensee for work force data collection and tracks pain management and cultural competency CE.

VII. PROPOSED LEGISLATION FOR 2025 SESSION

The OT Licensing Board has not submitted any bills for this session.

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

Attached please find the following:

IX. 107BF23 – Program prioritization for 2025-2027

X. Other Fund Ending Balance form

XI. 10% Reduction Form

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

Program Prioritization for 2025-2027

Occupational Therapy Licensing Board																								
2021-23 Biennium																			Agency Number: 83300					
Program 1																								
Program/Division Priorities for 2025-27 Biennium																								
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22			
Priority (ranked with highest priority first)	Agency Initials	Program or Activity Initials	Program Unit/Activity Description	Identify Key Performance Measure(s)	Primary Purpose Program-Activity Code	GF	LF	OF	NL-OF	FF	NL-FF	TOTAL FUNDS	Pos.	FTE	New or Enhanced Program (Y/N)	Included as Reduction Option (Y/N)	Legal Req. Code (C, D, FM, FO, S)	Legal Citation	Explain What is Mandatory (for C, FM, and FO Only)	Comments on Proposed Changes to CSL included in Agency Request				
Agcy	Prgm/ Div																							
833	420	OTLB	OTLB	Regulatory Agency	Licensure	3		792,907				\$ 792,907		1.50	N	N	S	ORS 675.210-675.340	n/a	n/a				
												\$ -												
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												\$ -												
												\$ -												
								792,907				\$ 792,907	0	1.50										

7. Primary Purpose Program/Activity Exists

- 1 Civil Justice
- 2 Community Development
- 3 Consumer Protection
- 4 Administrative Function
- 5 Criminal Justice
- 6 Economic Development
- 7 Education & Skill Development
- 8 Emergency Services
- 9 Environmental Protection
- 10 Public Health
- 11 Recreation, Heritage, or Cultural
- 12 Social Support

19. Legal Requirement Code

- C Constitutional
- D Debt Service
- FM Federal - Mandatory
- FO Federal - Optional (once you choose to participate, certain requirements exist)
- S Statutory

Within each Program/Division area, prioritize each Budget Program Unit (Activities) by detail budget level in ORBITS

Document criteria used to prioritize activities:

The board is responsible for protecting the health, safety and welfare of individuals who receive occupational therapy services in Oregon.

OTLB 833-20

2025-27 Biennium

Contact Person (Name & Phone #): Ben Plant 971-718-2512

BEX100 AY25 November BDV002A AY27
N - LAB Column Projections J (A) - CSL Column Calculation to right

Updated Other Funds Ending Balances for the 2023-25 and 2025-27 Bienna

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
Other Fund Type	Program Area (SCR)	Treasury Fund #/Name	Category/Description	Constitutional and/or statutory reference	2023-25 Ending Balance		2025-27 Ending Balance		Comments
					In LAB	Revised	In CSL	Revised	
Limited	83300-020-00-00000	83300-01175	Operations		321,353	423,169	297,938	371,936	
								0	
								0	
								0	

Objective: Provide updated Other Funds ending balance information for potential use in the development of the 2025-27 legislatively adopted budget.

Instructions:

- Column (a): Select one of the following: Limited, Nonlimited, Capital Improvement, Capital Construction, Debt Service, or Debt Service Nonlimited.
- Column (b): Select the appropriate Summary Cross Reference number and name from those included in the 2023-25 legislatively approved budget. If this changed from previous structures, please note the change in Comments (Column (j)).
- Column (c): Select the appropriate, statutorily established Treasury Fund name and account number where fund balance resides. If the official fund or account name is different than the commonly used reference, please include the working title of the fund or account in Column (j).
- Column (d): Select one of the following: Operations, Trust Fund, Grant Fund, Investment Pool, Loan Program, or Other. If "Other", please specify. If "Operations", in Comments (Column (j)), specify the number of months the reserve covers, the methodology used to determine the reserve amount, and the minimum need for cash flow purposes.
- Column (e): List the Constitutional, Federal, or Statutory references that establishes or limits the use of the funds.
- Columns (f) and (g): (f) Use the appropriate, audited amount from the 2023-25 legislatively approved budget and the 2025-27 current service level at Governor's Budget. (g) Provide updated ending balances based on revised expenditure patterns or revenue trends. The revised column (i) should assume 2025-27 current service level expenditures, considering the updated 2023-25 ending balance and any updated 2025-27 revenue projections. Do not include adjustments for reduction options that have been submitted. Provide a description of revisions in Comments (Column (j)).
- Column (j): **Please note any reasons for significant changes in balances previously reported during the 2023 session.**

Additional Materials: If the revised ending balances (Columns (g) or (i)) reflect a variance greater than 5% or \$50,000 from the amounts included in the LAB (Columns (f) or (h)), attach supporting memo or spreadsheet to detail the revised forecast.

10% REDUCTION OPTIONS (ORS 291.216)

ACTIVITY OR PROGRAM	DESCRIBE REDUCTION	AMOUNT AND FUND TYPE	RANK AND JUSTIFICATION
(WHICH PROGRAM OR ACTIVITY WILL NOT BE UNDERTAKEN)	(DESCRIBE THE EFFECTS OF THIS REDUCTION. INCLUDE POSITIONS AND FTE IN 2021-23 AND 2023-25)	(GF, LF, OF, FF. IDENTIFY REVENUE SOURCE FOR OF, FF)	(RANK THE ACTIVITIES OR PROGRAMS NOT UNDERTAKEN IN ORDER OF LOWEST COST FOR BENEFIT OBTAINED)
1. Reduce limitation in Services and Supplies under Office Supplies	AGENCY IS NO LONGER MAILING LICENSE CERTIFICATES AND IS SAVING \$ ON THE COST OF POSTAGE.	(\$7,261) OF	1.
2. Reduce limitation in Services and Supplies under Professional Services	EFFECTS LIMITATION ALLOCATED TO CTA WHO WE CONTRACT FOR DESKTOP SUPPORT.	(\$6,238) OF	2.
3. Reduce limitation in Services and Attorney General Legal Fees	LEAST PREFERRED OPTION IN THE EVENT THAT A CASE WENT TO HEARING.	(\$39,478) OF	3.
4.			