# Board of Directors Meeting
## February 21 - 22, 2014
## Bethesda, Maryland

# AOTA STRATEGIC GOALS & OBJECTIVES

## 2014–2017

1) **Building the profession's capacity to fulfill its potential and mission**

   a) Prepare occupational therapists and occupational therapy assistants for the 21st century.
   b) Ensure a diverse workforce for multiple roles.
   c) Increase the profession's research capacity and productivity.
   d) Strengthen our capacity to influence and lead.
   e) Enhance collaboration with international partners and state affiliates.

2) **Demonstrating and articulating our value to individuals, organizations, and communities**

   a) Increase public understanding of the profession and its value in meeting diverse health and participation needs.
   b) Support traditional occupational therapy roles and foster the development of emerging practice areas to help meet society's health, wellness, and quality of life needs.
   c) Engage proactively with key external organizations and decision makers to assert occupational therapy leadership in essential areas of societal need.

3) **Linking education, research, and practice**

   a) Promote stronger linkages and collaboration among the occupational therapy research, education, and practice communities.
   b) Facilitate dissemination of occupational therapy knowledge to foster innovation in research, education, and practice.
   c) Promote the dissemination and application of evidence-based knowledge.

4) **Creating an inclusive community of members**

   a) Work to meet the needs of members across the diverse professional roles in practice, education, and research and increase member satisfaction.
   b) Expand outreach to occupational therapists, occupational therapy assistants, and students to grow membership.
   c) Foster opportunities for active member participation, recognition, and leadership, and promote and develop volunteer leadership excellence.

5) **Securing the financial resources to invest in the profession's ability to respond to societal needs**
   a) Actively monitor internal and environmental trends affecting operations.
   b) Monitor current and prospective members' needs and expectations.
   c) Exercise transparency and accountability in management practices.
   d) Work to expand and diversify revenue streams.

*Approved by the AOTA Board of Directors, 3/1/2013*

# AOTA Board of Directors Meeting
## February 21 – 22, 2014

## Thursday, February 20, 2014

Hill Visits - optional

## Friday, February 21, 2014

9:00 am – 11:00 am        Issue Briefings
- Policy Update  - C. Metzler
- Health Quality: AOTA's Quality Agenda – Staff Quality Team
- OT Assistants:  Implications of Health System Changes – C. Metzler and N. Harvison
- AOTA-AOTF Focus Group on Building Research Capacity – N. Harvison

11:00 am – 11:15 am        Break

11:15 am- 12:15 pm        Strategic Planning Process

12:15 pm – 1:00 pm        Lunch

1:00 pm – 4:00 pm        Strategic Planning

2:30 pm – 2:45 pm        Break

4:00 pm – 5:00 pm        Executive Director's Update – F. Somers

6:00 – 7:00        Board Reception – Doubletree Hotel

## Saturday, February 22, 2014

9:00 am – 9:30 am       Executive Session - Executive Director Assessment Process – A. Lamb

9:30 am – 12:00 pm      Officers Reports
- President – G. Stoffel
- Vice President – A. Lamb
- Secretary - B. Braveman
- Treasurer – B. Herz
  YTD Financials/Year End Projection
- Speaker of the RA – F. Baxter
- Board Director Activity Reports

        Ad Hoc Committee Reports:
- International Ad Hoc - A. Cronin
- OTA Entry Level Ad Hoc - N. Harvison
- OTD Ad Hoc Report – B. Braveman


12:00 pm – 12:30 pm      Lunch

12:30 pm – 1:00 pm      AJOT Editor Selection – Report of the Ad Hoc Committee – J. Rogers

1:00 pm – 2:00 pm       Board Standing Advisory Committee Reports
- BPPC
- VLDC
- SISC
- ASD

2:00PM – 3:15 PM       Organizational Advisors Reports
- AOTF report
- ACOTE report
- WFOT report
- AOTPAC report
- ASAP report
- OT Program Directors' Education Council Chairperson
- OTA Program Directors' Education Council Chairperson

3:15 pm – 3:30 pm       Break

3:15 pm – 4:00 pm       New Business

4:00 pm                 Adjourn

**February 21, 2014**

**Report of the AOTA President**
**To the AOTA Board of Directors**
**Ginny Stoffel, PhD, BCMH, FAOTA**

## I.  Executive Summary:

I will report on those activities that I participated in as AOTA President since my report in October 2013, as well as those activities I completed, attended or soon plan to attend.

I have participated in all of the monthly AOTA officer calls as President.  I hold a regularly scheduled weekly meeting with Fred Somers, Executive Director, and other meetings as needed. I also meet with the members of the AOTA Centennial Commission on a quarterly basis, as convened by Vice President Amy Lamb.

During my first seven months, I continue to be involved in mental health policy and mental health workforce issues across the lifespan. Critical mental health policies, such as the CMS regulations around community mental health centers requiring occupational therapy as a program offering are creating opportunities for me to join the AOTA Federal Affairs staff in connecting with key organizations such as the National Council on Behavioral Health and ACMHA: The College of Behavioral Health Leadership. Active advocacy continues around the Occupational Therapy Mental Health Act on both the House and Senate sides. Great accomplishments for addressing OT mental health issues in schools continues in Ohio under the direction of Dr. Susan Baczyk and in community mental health programs under the direction of Katherine Burson in the state of Illinois. Dr. Nancy Spangler is working with the American Psychiatric Association on projects related to workplace issues and depression, and we hope to engage members in these future efforts promoting what occupational therapy contributes to health and well-being for these populations.

As the 2013 AOTA Bylaws changes are being implemented, I am also learning and helping to implement important governance changes with our Board of Directors, Francie Baxter, RA Speaker and the Representative Assembly leaders. Our newest committee, the Volunteer and Leadership Development Committee (VLDC) with Debi Hinerfeld as chair has had a great start to building the slate of nominees, making use of the COOL system to invite members to actively participate in leadership opportunities, and in recognizing the accomplishments of our members through the AOTA awards process. Debi and I will jointly facilitate a leadership development session for RA members, ASAP steering committee and the VLDC on Wednesday, April 2, 2014.

I look forward to my first AOTA Conference in Baltimore as your president, and am actively working on my presidential address: "Attitude, Authenticity and Action: Building Capacity". I hope that all who are present take my message to heart and share with others so that we can truly embrace the overall 2014 AOTA Conference theme "Boldly Navigating a New Health Care World".

**II. Report on Activities**

**October 24, 2013 – January 30, 2014**

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|---|---|
| October 24 – 26, 2013 | Presented Keynote "From Heartfelt Leadership to Compassionate Care" at the California Occupational Therapy Association conference and an advanced workshop "Therapeutic use of self: Using motivational interviewing to promote personal responsibility" (Sacramento, CA) |
| November 1 – 2, 2013 | Presented Keynote at the Consortium of Psychiatric Rehabilitation Educators  Fall Symposium along with Peggy Swarbrick on the issues of integrating wellness and recovery into the curriculum. (Rutgers University, Scotch Plains, NJ) |
| November 5, 2013 | Participated in the Wisconsin Occupational Therapy Association Advocacy Day at the state capitol in Madison, Wisconsin with 120 students, practitioners and educators. |
| November 8 – 9, 2013 | Presented Keynote "Surfing as the 'Just Right' Leadership Challenge" at the Florida Occupational Therapy Association conference and participated in a town hall meeting with other AOTA leaders from Florida.  (Daytona Beach, FL) |
| November 15 – 16, 2013 | Participated in the AOTA /NBCOT National Student Conclave. Presented Keynote to the Pi Theta Epsilon Annual Meeting on "Leaders and Scholars: Shaping the Profession". Welcomed the students to the conclave, participated in the mock interview and resume critiques, had lunch with the students on Saturday and participated in the closing. Hosted breakfast with VP Amy Lamb and the student group who won the NBCOT Prep Exam Competition held the day earlier at the Conclave (Jacksonville, FL) |
| November 17, 2013 | Participated in the AOTF Board conference call meeting |
| December 10, 2013 | Illinois OT Association and Rush University-Chicago, presented "AOTA, Healthcare Changes, and Professional Responsibilities" to 100 OT, OTA and student members at Rush University (Chicago, IL) |
| December 11, 2013 | Chicago OT Program Directors Group (25 members in attendance), presented "Building Capacity: Leadership in Occupational Therapy" (Chicago, IL) |
| January 10, 2014 | Presented "Mental Health Leadership Initiatives" via Skype to OT students at Ithaca College (Ithaca, NY) |

January 17, 2014        Participated in a conference call meeting with AOTA (Somers, Stoffel & Lamb) and AOTF (Christiansen, Ramsay & Coster) re October 2013 AOTA Board motion.

January 21, 2014        Participated in an AOTF Board conference call meeting.

January 28 – 30, 2014   Facilitated at "Cultivating Your Power and Influence: AOTA Leadership Development Program for Managers " at the National Office with Nancy Stanford-Blair, Amy Lamb, Rebecca Reder, Shawn Phipps, Christina Metzler, Maureen Peterson, and 17 participants (Bethesda, MD)

And a few upcoming events:

February 19, 2014       Meeting with the Executive Director of the National Council on Behavioral Health, Linda Rosenberg at their DC headquarters with Al Guida and Heather Parsons.

February 20, 2014       Hill visits

February 21-22, 2014    AOTA Board of Directors meetings; Strategic Planning

February 23-27, 2014    Visits to Elizabethtown College PTE, Pennsylvania OT Association; Minnesota OT Association for Hill visits and St. Catherine University, Sister Genevieve Symposium, St. Paul, MN

February 28- March 2, 2014   AOTF Board meetings in Baltimore, MD

**January 2014**
**Report of the Vice President to the Board of Directors**
**Amy Lamb, OTD, OTR/L, FAOTA**

**I. Summary of Key Activities/Accomplishments:**
VP Lamb remains very involved with activities and documents around our Primary Care initiative. Additionally, she has participated in the reviewing of applications and will be a speaker for ***CULTIVATING YOUR POWER & INFLUENCE: THE AOTA LEADERSHIP DEVELOPMENT PROGRAM FOR MANAGERS.*** VP Lamb continues to refine her "distinct value of occupational therapy" message and shares this message across the county at State Conferences; this will be the theme for the Conference Centennial Vision session.

II. **Report on Activities**

**A. Centennial Commission Activities**
- The Commission met via conference call in October 2013
    - **President Ginny Stoffel** reported that she had facilitated the ELDP – 4th cohort! She has been speaking at various State Association Conferences … many are linked to the CV. She had the opportunity to attend the Voices Awards with Shawn Phipps and Chris Metzler. The Voice Awards demonstrate a positive portrayal of people with MH and substance abuse issues
    - **VP Amy Lamb** introduced Cambey Mikush as her Emerging Leader; she is working with Amy in demonstrating and articulating the "Distinct value of OT". Amy is sharing this message in her state association presentations. She is also working with AOTA staff on general broad based advocacy and with Senator Stabenow re MH bill. VP Lamb's 2nd emerging leader is Joe Brey, who is working with Amy on Primary Care. VP Lamb presented with Carol Siebert to PDs re Primary Care – very exciting, very receptive. The Conference CV session will be "distinct value" oriented; Ted like talks with a great panel. VP Lamb also attended Hill Day and many state conference presentations
    - **RA Speaker Francie Baxter** reported the RA leadership had met and discussed how to engage RA members better. They are using OT Connections with a question: How has healthcare changed your work? RA vacancies have been filled; the RA has worked with VLDC and CRAC Chairperson collaboratively.
    - **RA Vice Speaker Denise Chisolm** reported that a COP paper was requested for Primary Care in President's report; Primary Care related to academic issues will be discussed by COE to see how a paper might be developed. She mentioned her Emerging leader, Cheryl Crow, who will be working on social media…how do clients receive their information, specifically those with Juvenile diabetes
    - **SISC Chairperson Kim Hartmann and Chairperson-elect Donna Costa** reported President Stoffel and VP Lamb participated in SISC conference call for update on CV priorities. SIS committees have been

asked to link their plans back to CV. Interprofessional practice will be the common theme for all SIS Qs June 2014; Fall or Winter issues will have a theme of Primary Care throughout all SIS Qs. The Academy of Practice is developing an Academy for Occupational Therapy. Kim and Joanne Baird taking the lead in developing the OT Academy guidelines. Induction would occur at same time as 2014 AOTA conference

- o **PD leadership, Janice Burke and Claudia Miller** reported on the fall meeting. The groups will further discuss diversity – how to recruit and retain students and faculty. The PDs will be made aware of recommendations from the Diversity Ad Hoc Committee. There was discussion about Boardroom to Classroom and a suggestion to perhaps place presentations in a repository for use by PDs. Special mentio was made of a presentation by Dr. Baum on outcome measures & standardized assessments.
- o **ASD, Susan Lingelbach** reported VP Lamb joined ASD conference call to discuss CV priorities. Students are primed to take on a social media piece of promoting OT. Students seem to be interested in global connectedness; started a new forum on OTConnections for this reason. "Distinct value" - Students are still learning our distinct value. ASD will host a quarterly webinar re how to articulate our value and VP Lamb will be speaking at these webinars
- o **MDI, Tara Alexander** reported the MDI leadership met in September as a group. Diversity and cultural competence were issues of discussion; MDI is actively updating the ToolKit with links to web info and literature. Working on presentation for Baltimore: *Cultural Baggage - What impedes us from accepting other cultures* ( work, school, personal).

- The Commission also met via conference call in January 2014.
  - o **President – Ginny Stoffel** reported the OT MH Act was introduced on the Senate side; Policy staff carefully monitoring any MH bills coming forward. Community Mental health regulations are out and OT is named as a required team member. Maureen & Heather met with Nancy Spangler re APA's *Partnership for Workplace MH*and discussed possible collaborative efforts. President Stoffel and VP Lamb met with the Work & Industry ASIS previously and this group may be quite interested in this latest conversation. Ginny will attend the WFOT Council meeting the week before WFOT Congress; Ginny working with Sue Coppola to facilitate meeting international leaders attending the Council meeting. AOTA BOD continues to work with AOTF; small $50k grants about to be awarded to 4-5 researchers. Aging or autism were the focus for proposals. Ginny spoke at Florida State Conference and participated in a Town meeting while there with RA rep; state President; Sherri Montgomery ( former BOD member); Ginny repeated this in Chicago
  - o **Vice President Amy Lamb h**as been speaking at State Conferences during the fall and discussing issues of mutual interest and concern. Distinct Value…Amy has really taken ownership of this Centennial

Vision concept/goal. AOTA conference session will be around "distinct value"; Cambey working with Amy on a video for this session, based on some of the social media activity around distinct value. VP Lamb will be part of the Middle Managers Leadership program later this month; Amy also reviewed applications. VP lamb remains involved with the Primary Care official document. Global connectedness – Amy will be speaking with folks interested in global connectedness at AOTA conference about the CV; presentation with Sue Coppola and others.

- o **RA Speaker Francie Baxter** reported she met with Debbie Hinerfeld, Chairperson, VLDC, about some ideas for leadership development with RA, ASAP, VLDC.
- o **RACC RA Vice Speaker Denise Chisholm** reported the Fall online meeting occurred in December; the OTPF was the main agenda item and was approved. Waiting for reports to review action items to determine the Spring agenda & appropriate format for meeting. The RA is doing special webinars/educational modules on several issues, including Rep Prep; Self- evaluation, and High Performance. The RACC is looking at the categories for the official documents; some requests for official documents have not been deemed appropriate, want to tighten up the requirements
- o **SISC – Donna Costa & Kim Hartmann** reported they are bringing the individual SIS goals into alignment with the CV. June Quarterlies all will have some type of connection to the IOM and Interprofessional competencies. Work SIS has several ideas about how work transcends all areas of practice. May have a 2015 Q issue related to work, as well a Primary Care issue. HCHSIS is very active; has a report with a proposal to go forward for BOD "consideration". President Stoffel reminded Kim & Donna that she and Amy are available for conference calls with specific SISs as needed/requested

**B. Progress on Centennial Vision Board Priorities**
   See Attachment II.B.1

**C.  Activities of the Vice-President**

VP Lamb participated in the meetings of the Emerging Leaders Development Program.

VP Lamb is participating in Boardroom to Classroom events to increase awareness about AOTA, what AOTA offers its members and how members can support AOTA as well as highlight the Centennial Vision board priorities. Completed events include Chatham, Loma Linda, University of the Sciences, University of Findlay, Xavier, Ithaca, Philadelphia University, Adventist College, Nova Southeastern.

VP Lamb delivered key presentations on the Distinct Value of OT at New Hampshire, Indiana and Massachusetts.

VP Lamb participated in quarterly AOTA State Health Care Reform Implementation calls

VP Lamb joined the VLDC via conference call to express support for their work and offer assistance where needed.

VP Lamb participated in the meetings of the Middle Managers Leadership Development Review Committee and reviewed applications for the third cohort in January 2014.

VP Lamb facilitated development of the primary care position paper with key staff and worked with COP to fast track the paper development and movement through the process for approval.

VP Lamb participated in Student Conclave and delivered a presentation on the Centennial Vision priorities focusing in on the distinct value of occupational therapy. She also participated in the closing panel.

VP Lamb delivered a three hour webinar on the Affordable Care Act to the College of Saint Mary in Omaha, Nebraska.

VP Lamb participated in all regular AOTF Board Meetings.

VP Lamb participated in a call with President Stoffel and the MDI leaders in December.

VP Lamb delivered a webinar to Ohio State University students, faculty, practitioners, and alumni advisory board on the value and role of occupational therapy in primary care settings.

VP Lamb was interviewed by the American College of Physicians to help internists better understand how to make appropriate referrals to occupational therapy. Emphasis was placed on the benefits of physicians (specifically internists) to refer patients with chronic conditions to occupational therapy. Also discussed was our role in prevention, the establishment of routines and habits that support health living regardless of diagnosis, referring individuals with cognitive decline.

VP Lamb represented the AOTA Board of Directors (along with Director Wolf who presented) at the AOTA Stroke Specialty conference in December 2013.
VP Lamb participated in the online meeting of the Representative Assembly in December 2013.

VP Lamb participated in a call with President Stoffel and the Work SIS leaders.

VP Lamb participated in a call with new board members to debrief on the October Board Meeting.

VP Lamb participated in all regular AOTA officer calls.

VP Lamb led the Centennial Commission call in January 2014. All participants in the Centennial Commission are able to report on their work in context of the Centennial Vision FY'14 priorities.

VP Lamb participated in the AOTA/AOTF joint leadership calls.

VP Lamb is coordinating the Centennial Vision in Action session coming up in Baltimore. The focus is on the distinct value in occupational therapy and has panelists delivering TED like talks on the value of occupational therapy in traditional rehabilitation, school based practice, elder care services, and primary care. The session is Friday, April 5th fro 4-530pm.

VP Lamb participated in a call with Quatt regarding the Executive Director's compensation and incentive best practices and will provide verbal report at the Board meeting.

**Attachment II.B.1.**
**VP Report**
**Progress on FY'2014 Centennial Vision Priorities**

| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| **Engage in broad-based advocacy to ensure funding for OT in traditional and emerging areas** | 2010 & 2011 & 2012 & 2013 & **2014** | **The profession is powerful and widely recognized** | Medicare continues to cover occupational therapy in all current settings and in new and emerging settings, encompassing the full scope of practice of occupational therapy especially in low vision, home modifications, driver rehabilitation, and community participation. | Permanent Repeal of the Medicare Part B Outpatient Therapy Cap - Efforts in Congress to repeal the sustainable growth rate and reform Medicare's provider payment system took shape in the fall and winter of 2013. Over the course of the debate and through extensive negotiations, AOTA has worked closely with the committees of jurisdiction in the House and Senate to make the case for repealing the therapy cap alongside their broader efforts for SGR reform. While legislation in the House of Representatives has, thus far, remained silent on therapy, House leadership has indicated, to us, their intentions to address the therapy cap ahead of full House consideration. <br><br>AOTA efforts throughout the fall and winter, however, were not in vein, as Senate action produced a more comprehensive bill that does, in fact, include a full repeal of the cap as well as a number of significant reforms to therapy under Medicare. In addition to repealing the therapy cap upon enactment, the legislation would sunset the problematic MMR process before 2015 and replace it with a prior authorization review established to target outlier behaviors like aberrant billers, providers with high claim denials etc. It also calls for the establishment of a comprehensive data collection system that would ultimately help inform a transition to a new payment system better tied to quality measures and outcomes. Occupational therapy's contributions were recognized among the six standard data elements identified for the new reporting system with the inclusion of two key elements: limitations with activities of daily living and participation; and functional status. Comprehensive reform could come to fruition in the early part of 2014. <br><br>Therapy Exceptions Process Extended - As momentum for comprehensive reform grew the Congressional calendar shrank. With that in mind, Congress acted ahead of the new year to provide temporary relief against looming SGR cuts and to keep the vital pathway to care open for many thousands of Medicare beneficiaries by extending the therapy exceptions process. AOTA advocated strongly for the extension and was successful in getting one through March 31st. Congress was hesitant to provide more than short-term relief lest they diminish the momentum for the progress being made on broader reform. <br><br>Medicare Access to Rehabilitation Services Act (HR 713, S367) - AOTA continues to gain cosponsors for the Medicare Access to Rehabilitation Services Act (HR 713, S367) as a means to demonstrate the overwhelming support in Congress for repealing the cap. We have worked hard to build strong support in both bodies of Congress, evidenced by a growing cosponsor list of 167 House Members and 32 Senators respectively, including significant representation on the key committees of jurisdiction. |
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| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| | 2013 & **2014** | | The role of occupational therapy in schools for behavioral and mental health interventions will be recognized **and enhanced**, including services for children with autism. | At AOTA's urging, the National Association for School Instructional Support Personnel(NASISP) has choosen to focus on the role of SISPS in school behavioral health interventions including developing resources for the Hill.  The inclusion of OT in a multi-disciplinary document for the Hill will be a positive step towards inclusion of OT in these programs. |
| | 2012 & 2013 & **2014** | | Occupational therapy's role in Medicare home health will be expanded as well as in **the emerging health care system.** | AOTA continues to promote the role of OT in home health by exhibiting at the Nat. Association for Home Care. AOTA continues to work with our supporters on the Hill on introduction of legislation.  In addition AOTA responds to CMS rules and regulations on home health to assure that all opportunities are available under current law. |
| | | | **AOTA's Coding Committee and Advisors will develop alternative CPT coding options for OT in order to meet the needs of an evolving health care environment.  Measure Achieved.** | Completed.  AOTA  s and others   proposals have been reviewed and revised by the Physical Medicine and Rehabilitation  (PM&R) Workgroup of the AMA CPT Editorial Panel.  This Workgroup has met regularly since Feb. 2013.  See progress update on Workgroup proposal following (line 13). |
| | 2013 & **2014** | | The AMA CPT© coding system will be examined and revisions proposed to promote optimum recognition of and payment for occupational therapy services. | Options for changes to the PM&R codes will be reviewed and voted upon by the CPT Editorial Panel at the Feb  14 AMA meeting.  AOTA continues to advocate for coding changes that meet the needs of the evolving health environment and accurately define OT services. Evaluations Codes: AOTA has proposed separate evaluation/reevaluation codes for each specialty that uses the PM&R section.  The OT coding proposal includes three distinct levels of evaluation. Intervention Codes: AOTA  s proposal includes separate ADL/IADL, cognitive and mental and social behavior codes, in addition to a code which includes therapy related to body function/structure and sensory performance. |

| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| | 2013 & **2014** | | The role of occupational therapy in mental health is promoted in federal legislation and programs. | AOTA secured introduction of the Occupatinal Therapy in Mental Health Act in the Seante (S 1816) with Sen. Mark Begich in the lead. We continue to build support for this bill in both chambers and to educate Members of Congress regardig the role of OT in mental and behavioral health.  Recently passed funding bills included funding for Behavioral Health and Primary Care integration and a set-aside of state block grants for early psychosis programs that could include occupational therapy.  We nominated Dr. Catana Brown to serve on an IOM committee that will examine evidence based behavioral health interventions.  Finally, CMS released final Conditions of Participation for Community Mental Health Centers to receive reimbursement for Medicare partial hospitalization.  These COPs included the requirement that the CMHC must provide the occupational therapy services to those clients who need it, regardless of payor. |
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| | **2014** | | **Collaborate with and support state associations to advocate for inclusion of occupational therapy in state legislation.** | State Affairs staff are monitoring legislation as it is introduced for the 2014 sessions. Ongoing support is being provided to HI's state association to promote the passage of licensure legislation in 2014. |
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| | **2014** | | **Support and enhance state associations' ability to deal with health care reform implementation.** | Policy staff hosted a webinar in October providing an update to state association leaders regarding the latest developments in health care reform, as well as a look forward to new initiatives for 2014. Another webinar related to health care reform was recorded in December, and two more are being plan for the near future. Staff have continually updated AOTA's Health Care Reform blog on OT Connections with resources and information. Staff consult with state association leaders to support their advocacy efforts on an ongoing basis. |
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| | **2014** | | **Board members, other AOTA leaders, and educators participate in Hill visits or other advocacy activities.** | AOTA conducted a successful Board Hill Day in the Fall.  Additionally multiple AOTA leaders participated in the broader annual Hill Day.  AOTA is currently planning a Hill day for the Middle Manager Leadership Training at the end of January. |
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| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| | 2014 | | **Continue to expand grassroots participation through the AOTA Legislative Action Center, Hill Day and local advocacy efforts.** | The Sept. 30th Hill Day was the largest Hill Day to date with more than 700 participants. Additionally, there was 23% growth in individuals using the Legislative Action Center in 2013 and more than 50% growth in the number of letters sent to the Hill. Additionally, through the Therapy Cap coallition we continue to expad our social media advocacy efforts, reaching an audience of more than 500,000 people. |
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| | 2014 | | **Maintain AOTA influence in legislative and regulatory decision-making including health care reform implementation.** | AOTA became a member of the steering committee of the Habilitation Benefit Coalition to assert an enhanced role in promoting OT as a critical component of habilitative services. Staff also contributed to materials being developed by the National Disability Navigator Resource Collaborative to assist in educating "navigators" about the needs of OT consumers. Staff affairs staff is working with state OT associations to promote benefits for habilitation and rehabilitation offered under health insurance exchange plans. |
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| Promote the role of occupational therapy in health care reform, **service delivery system redesign to assure fair payment and provision of quality care, with particular emphasis on:** • **Primary Care** • **Prevention** • **Expansion of MH** | 2013 & **2014** | | Build relationships with family physicians and other physicians groups; **health professionals in order to influence development of models of primary care and coordinated, interprofessional, team-based care delivery systems.** | AOTA staff attended the October annual meeting of the Patient-Centered Primary Care Collaborative, which is one of the leading organizations promoting new models of primary care delivery. The website is being update with a health care providers' landing page, which will be reflected on future ads once it's done, so this group can find relevant information quickly and easily. |
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| | 2013 & **2014** | | Engage our members and develop occupational therapy's professional roles in primary care **and other coordinated, interprofessional, team-based care delivery systems.** | A detailed plan of action steps has been developed by the primary care team and approved for implementation. The first steps include development and dissemination of position papers in spring 2014. |
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| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| | 2013 & **2014** | | Identify and disseminate existing occupational therapy research relevant to primary care **and other coordinated, interprofessional, team-based care delivery systems.** | Over 20 papers on these topics were accepted and presented at the Education Summit 2013 in Atlanta. A number of the papers were accepted for publication in a special online edition of AJOT in fall 2014. |
| | 2013 & **2014** | | Create a Position Paper on Primary Care, **Interprofessional Education and Inter professional Collaborative Practice.** | The COE has established a task group to complete a position paper on IPE. The task group is waiting for completion of the COP paper on primary care before submitting a paper to the fall 2014 RA meeting. |
| | 2013 & **2014** | | Engage with CMS/CMMI **and other federal entities** around innovation opportunities. | Staff are following the work of CMMI and noting grant opportunities. Staff are also doing inter-divisional work to develop a strategy to maximize opportunities for OT in ongoing and future demonstration projects. |

| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| | **2014** | | Engage in appropriate activities and collaborate with appropriate organizations around Inter professional Education and Inter Professional Collaborative Practice. | AOTA is now represented at the following: (1) IOM Global Forum on Innovations in Health Care Education; (2) Interprofessional Professionalism Collaborative and; (3) Advisory Committee to the Board of Directors of the NAAHP. AOTA was a silver sponsor at the CAB IV conference in 2013. |
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| **Develop major image building campaign** | 2011 & **2012** | | **Translation of key materials into other languages is evaluated and implemented per the evaluation** | CarFit (a collaborative program with AAA, AARP and AOTA) has translated the consumer checklist and the descriptive brochure into Spanish. CAOT has committed to adopting the CrFit program and the task of translating key materials into French. AARP created a spanish version of the "We Need to Talk" consumer brochure and facilitatr materials. WNTT is a consumer outreach program developed through research with the MIT Age Lab, and it is widely used by OTs. |
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| Conduct media outreach to promote occupational therapy. | 2013 | | Create journalist resources, track media hits, and target releases to media outlets. | Our media hits, particularly those with 5 million or more views, continue to increase. This year's Older Driver Safety Awareness Week had the most media hits ever, with stories in 121 outlets, 22 of which had page views of 5 million or more. From September through November stores about OT appeared in 183 venues, 67 of which had page views of more than 5 million. (Note that in September we started tracking only substantive stories and not mentions.) |
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| Continue, enhance and tailor our external communication. | **2014** | | Target critical audiences (primary care providers; insurers; school; older adults; key policy and decision makers) through paid advertising using the brand, Fact Sheets, and social media. AOTA will have a presence at external conferences featuring consumers, physicians, and payers. | We are still creating a landing page on the website for physicians and other health care providers; that should be done by February, then we can put the URL into new ad buys and other promotions. |
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| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| | 2014 | | Focus, customize and target these external communications. Emphasize OT's distinct value and its effect on everyday living, health, and well-being, especially being client centered by meeting their needs and helping them do what they need and want to do. | We created two new driving push cards, for older adults and for younger adults with disabilities (being printed now). We continue to focus on how to differentiate OT from other health care providers in all our external information. |
| | 2014 | | Increase mainstream media coverage for key audiences (in top 200 media outlets) of occupational therapy each year to result in a total of 25 stories in FY '14. | From September through December there were 339 mainstream media stories, with 105 stories in outlets of 5 million or more. This year we had the most media hits ever for Older Driver Safety Awareness Week, including the New York Times, Consumer Rports, and AOL. Best Career stories were also big, including CNN Money and Fox Business. |
| **Enhance effectiveness of communications to members to help them message appropriately within their settings and to their decision makers.** | 2014 | | Provide Tip Sheets, Fact Sheets, PowerPoints, Web resources, social media channels, etc. for describing the profession and promoting major AOTA initiatives. Track utilization and increase in social media followers | New school performance appraisal document available on the AOTA website. New Practice advisory on the primary provider approach in early intervention posted on the AOTA website. Resources have been reviewed and added to Productive Aging section, including a Toolkit / PowerPoint for Falls Prevenion. Social media engagement continues to grow in all our venues. |
| | 2014 | | Roll out and promote AOTA's new web site and practitioner resources. | The content migration is almost complete, with the vendor addressing a few outstanding issues (e.g., advanced search). |

| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| | | | | |
| **Enhance AOTA's role as an essential resource to the occupational therapy community in a changing world.** | 2014 | | Promote occupational therapy to consumers through social media, Tip Sheets, paid advertising, media stories, and Web site. | Childhood occupations toolkit developed consisting of 4 tip sheets for parents. AOTA, Autism Speaks and USC collaborating to develop an OT Toolkit for the Autism Speaks website. Older Driver Safety Awareness Week builds awarenes of occupational therapy's role in all facets of driving and community mobility. The partnerships with AARP, AAA and NHTSA bought us to broader markets. |
| | | | | |
| | 2014 | | Expand our capacity to reach our members through their preferred social media and content delivery vehicles (CE, books, AJOT etc.) | The replacement to the 1-Minute Update, OT Practice Pulse, was created in responsive design so it can be read on any device. We are focusing on disseminating our information more across platforms, and will be able to measure the success of online communications through our analytics. The preview issue of OT Practice Pulse had many more clickthroughs on all stories than the previous version of the 1-Minute Update. |
| | | | | |
| AOTA continues to engage in leadership development initiatives. **AOTA continues and amplifies leadership development programs; socializing students, new practitioners, educators, and clinical managers for increased power and leadership while building an AOTA leadership community.** | 2013 & **2014** | | By 2017,100 to 120 emerging leaders who are representative of a diverse profession have undergone leadership training and have assumed active roles on ad hoc committees, commissions, or other organizational bodies. | 64 emerging leaders have been thru this program. We currently have emerging leaders serving on multiple committees. **BOD** - Molly Verdier; **VLDC** - Tara Franks (Middle Manager); Midge Hobbs (Emerging Leader – EL); Lauren Wengerd (EL – current) ; Loretta Starnes (EL – current); **ELDP Committee** - Midge Hobbs (EL); Jessica Bolduc (EL); Jaclyn Tarloff Schwartz (EL); Andrew Persch (EL)**; MDI - Nadine Kwebetchou**. Several emerging leaders, as well as middle managers, present at conference and act as reviewers. A group of past emerging leaders is making a specific presentation in 2014 related to Emerging Leaders and Diversity. Additionally, former emerging leader, THeresa Carlson, has been invited by the IDEA Partnership to present at the 3rd Annual CASE HYbrid Conference. |
| | | | | |

| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| | 2014 | | By 2017, 90 occupational therapy middle managers with organizational influence who are representative of a diverse profession have participated in the AOTA Leadership Development Program for Managers and have attained measurable progress in leadership abilities and career growth. | The 3rd cohort of middle managers will meet in January 2014 bringing the total number to 51 members thru the program.  A one year post program survey went out to the participants of the September 2012 program with the following highlights: 75% initiated new programming at their facility; 16% had been promoted; 91% perceived the leadership training was a contributing factor to their success, increased confidence and ability to influence others; 58% had given professional presentations; 41% had been published; |
| | 2014 | | Spring 2015, AOTA will launch an academic leadership development initiative. Program will be 11 months including face-to-face and online. | Currently seeking an author to develop the course content with targeted launch in 2015. |
| | 2014 | | AOTA will support graduates of AOTA leadership development programs through on-going contact, sharing of resources, conference reception, and participation in AOTA leadership community. | The VLDC reviewed the graduates of leadership programs participant list as a part of recruitment for RA positions that had empty slates.  The Leadership Development Networking Reception at Annual Conference is scheduled for Friday, April 4, 7-8 PM and will include students, new and experienced practitioners, past and current emerging leaders and middle managers, as well as AOTA elected and appointed leaders.  A *Conversations That Matter* networking lounge focused on Leadership will be held on Thursday, April 3 from 11-12 as an additional venue for making personal connections with members interested in leadership programs and opportunities. |
| **Emerging leaders development program continues** | 2011 & 2012 & 2013 | | **Review CE offerings for leadership content and investigate feasibility and scalability of an on-line leadership course.** | CE article on leadership published.  An online leadership CE course to be developed in FY15 when integration of webinar/live features occurs in AOTA Learn (AOTA's learning management system for professional development activities). |

| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| **Support the start-up of the VLDC, its examination of leadership development needs, and recognition of individual leaders' contributions to the achievement of AOTA's strategic and Centennial Vision goals.** | 2014 | | Profile the leadership development program participants' in AOTA communication vehicles. | The VLDC developed a strategic plan with goals and outcome measures centered around three identified core areas: role and purpose of VLDC, leadership identification and development, and recognition of contributions to achievement of the Centennial Vision. Election nominees for "hard to fill" positions (i.e, Representatives and SIS Chairpersons) were recruited with a primary emphasis on personal contact from VLDC members.  The VLDC specifically recruited award nominees who were not selected for an award due to a lack of service in the Association as a means of encouraging volunteer participation while also improving members' professional activities for reconsideration as a future award nominee. Exploration of ideas for improvements to the elections nomination and vetting process is underway. Sub-committees of the VLDC are in the process of reviewing and revising criteria for all Association Awards with a meeting scheduled to review recommendations as an entire committee. The VLDC Chairperson has contacted the Chairperson of the SISC, ASAP, ASD, and RA Speaker to discuss and collaborate on leadership development needs specifically as it relates to succession planning for elected positions in the Association. |
| | 2014 | | Review CE offerings for leadership content and investigate feasibility and scalability of an on-line leadership course. | CE article on leadership published.  An online leadership CE course to be developed in FY15 when integration of webinar/live features occurs in AOTA Learn (AOTA's learning management system for professional development activities) |
| **Provide strategic support for educators, practitioners, and researchers to meet rapidly changing societal needs.** | 2014 | | Support the preparation of existing occupational therapy practitioners for traditional and changing roles, environments, and patient demographics through CE, conference sessions, books, and their preferred communication vehicles. | Communications staff are sharing practice information via Twitter, Facebook, LinkedIn, podcasts, and other nontraditional media to be sure members who prefer these venues over traditional print don't miss anything. We also launched a podcast series on  everyday research, highlighting the  applicability of information from the evidence project to daily practice. AOTA Press produces evidence to delineate best practice through the American Journal of Occupational Therapy and the AOTA Practice Guidelines Series, develops assessments for occupational therapy practitioners to use in everyday practice , and builds textbooks and Exam Prep to prepare students to become professionals. Content includes new and emerging practice areas or populations, ethics, and cultural or international considerations.Recently released CE courses and those in development emphasize preparation of OT practitioners to implement best practices in traditional roles and to encourage use of these skills in changing environments.  CE courses are now available in a variety of formats (print, online, CDs/DVDs, for mobile tablets) to meet desired vehicles of communication.  from our periodicals—so the same info may appear more than once but in a slightly different format.  The AOTA Specialty Conferences are for advanced-level practitioners.  One of the primary purposes is to educate practitioners on best practices in various settings. |

| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| | 2014 | | Provide resources to educate occupational therapy practitioners about new service delivery models. | School mental health toolkit which includes prevention, promotion, and intervention strategies has been expanded to include 9 information sheets. |
| | | | | |
| | 2014 | | Provide resources to assist occupational therapy practitioners to recognize and act upon opportunities within the new service delivery models. | The Primary Care Team is working with the Commission on Practice to develop a position paper to guide and assist OT practitioners efforts to contribute to the development of new primary care delivery models. |
| | | | | |
| **Recognize the service of leaders inside and outside the profession as a model for others** | 2011 | | **We have evidence that OTs are acting as leaders in multiple venues outside of AOTA ( i.e. rehab directors; local politics; other organizations) by 2012** | Mary Jane Mulcahey, PhD., O.T.R./L., is President-Elect of American Spinal Cord Association. All 22 past presidents have been MD's.Mary Ferraro, PhD, OTR/L - Member, ACBIS Board of Governors. Pam Roberts, PhD, OTR/L, FAOTA is Chair of the Program Committee for the ACRM 2014 Conference and serves on the Stroke SIS executive group. Neil Harvison PhD, OTR FAOTA is Chair of the BOD of ASPA; Michelle Luther-Krug is President of ADED. |
| | | | | |
| **Create documentation templates** | 2011 & 2012 & 2013 | | | The staff team worked with Cedaron to refine the templates.  Cedaron held a demonstration of the templates with AOTA staff online to answer questions.  The next "release" of the system will be available in February 2014.  Cedaron will be exhibiting at AOTA's conference in Baltimore.  Staff is scheduling a meeting for key OT leaders to demonstrate the system and educate members about the templates. |
| | | | | |
| **Make members aware of AOTA PERFORM & National Outcomes Database** | 2014 | | Expand the use of AOTA's documentation templates  by members, as well as demonstrate the integration of standardized assessments embedded in AOTA PERFORM. | Cedaron Medical will have a booth at AOTA's conference featuring AOTA PERFORM. |
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| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| | 2014 | | Refine/revise documentation templates as member feedback is received; evaluate the effectiveness of templates once finalized. | The next release of the system will be available in February 2014 and will inclue the revised templates. |
| **Improve linkage betweekn evidence-based practice and documentation.** | 2014 | | Promote AMPAC as the preferred occupational therapy outcome measure to members. | To revisit with release of system in February 2014 |
| | 2014 | | Assure documentation and other templates promote and reflect evidence based practice. | Terminology and related defintions included in documentation templates have been updated to reflect 3rd edition of Occupational Therapy Practice Framework. AOTA to consider pursuing additional permissions from authors/developers of selected standardized assessments to include their respective tools in the Cedaron system post February 2014 release. |
| Promote the dissemination of evidence based knowledge ongoing | 2010 & 2011 & 2012 & 2013 | | Evidence is being used to support areas of practice to our members for sound practice and to influence external decision makers (policy, reimbursement, licensure, ethics). | Evidence based practice section of the website redesinged to better reflect how clinicians search for this information. Evidence Perk about website updates to be published in February issue of OT Practice |
| **Promote Evidence based practice** | 2013 & **2014** | | Multiple evidence dissemination avenues are examined and evaluated to promote usability for our members. | Research Opportunities Tables developed to help guide future research and connect researchers and clinicians/students. Tables are posted online and Productive Aging and Older Adults with Low Vision tables published in Jan/Feb 2014 issue of AJOT. Online posted and publication in AJOT will be oingoing. Promoting availability of tables through Dec OT Practice Evidence Perk article, SIS Quarterlies, 1 Minute Update, etc. Findings from systematic reviews continued to be published through special issues of AJOT, AOTA publication and Press, online summary postings, etc. |

| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| **Promote alignment of OT research with AOTA-AOTF Research Agenda** | 2011 | | 10 funded intervention studies are launched aligned with AOTA / AOTF research agenda by 2013 | Up to 5 $50k intervention grants to be awarded in Jan. 2014 |
| | | | | |
| | 2011 & **2012** | | The research agenda has been utilized and referenced in reports and in comments to federal agencies and articles. | **Measure achieved** and will be continued |
| | | | | |
| | 2013 | | Collaborate with AOTF to submit a proposal for an NIA R-13 conference. | **Measure achieved.** Grant application was not accepted and AOTF will not be revising and resubmitting. |
| | | | | |
| Collaborate with AOTF to build research capacity | **2012** | | Collaborate with AOTF to submit a proposal for an NIA R-13 conference. | **Measure achieved**. Grant application was not accepted and AOTF will not be revising and resubmitting. |
| | | | | |
| | **2014** | | Identify and propose priority areas of practice needing research funding to AOTF on an annual basis. | **Measure Achieved for 2014 via intervention grants funded** |
| | | | | |

| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| Position occupational therapy to be included on research teams related to the comparative effectiveness research initiatives of the Patient-Centered Outcomes Research Institute (PCORI). | 2013 | | AOTA will engage in actions to monitor the priorities and activities of PCORI, disseminate relevant information on these priorities and activities to the occupational therapy scientific and research community, and encourage and facilitate OT researcher involvement. **Measure expanded & renewed in row 200 for 2014** | Research Director applied to be a PCORI ambassador on behalf of AOTA. PCORI information was disseminated via OT Practice, Research News and Resources Blog on OT Connections, and AOTA Research News e-newsletter (Issue 1). |
| Develop and implement a strategy to facilitate OT researchers' acquisition of funding from the Patient Centered Outcomes Research Institutes (PCORI). | 2014 | | AOTA will engage in actions to monitor the priorities and activities of PCORI, disseminate relevant information on these priorities and activities to the occupational therapy scientific and research community, and encourage and facilitate OT researcher involvement **and participation.** | Five OTs have attended PCORI event, reviewed or applied to be reviewers, and served on advisory panels.  AOTA will offer a PCORI short course at 2014 annual conference. Research Director applied to be a PCORI ambassador on behalf of AOTA. PCORI information was disseminated via OT Practice, Research News and Resources Blog on OT Connections, and AOTA Research News e-newsletter. |
| | 2014 | | Promote OT participation in study sections and reviews. | Research Director disseminated reviewing opportunities via conferences, blogs, and emails. Also started discussion about who is reviewing for which agency on Research News and Resources Forum. |

| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| | 2014 | | OTs will attend PCORI events and workshops in order to increase profession's knowledge base about the Institute's mission, process, and criteria. | Five OTs have attended PCORI event, reviewed (or applied), and served on advisory panels.  AOTA will offer a PCORI short course at 2014 annual conference. |
| | | | | |
| | 2014 | | AOTA will maintain list of PCORI-funded researchers. | AOTA is maintaining a list but from the latest funding cycle, no OT has received a PCORI award |
| | | | | |
| Enhance access to research resources for our members. | 2014 | | Relationships and networks continue to be built with research funding agencies with priorities related to the profession (public, large private) | Building relationships with NICHD; they'll present short course at 2014 AOTA Conf. |
| | | | | |
| | 2014 | | Increase the participation and engagement of AOTA researchers to build a community with linkages to AOTA through multiple paths, including submitting data into the AOTA Research Database. | Researcher database and research opportunities tables presented to researchers using multiple media. Number of research projects in database increasing. |
| | | | | |

| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| | 2014 | | Actively promote a broader profile and resources for Rehabilitation Science within federal agencies including but not limited to NIH, PCORI, IES, NSF, and CDC. | New research e-newsletter promoted VA funding opportunities |
| | | | | |
| | 2014 | | Look at various delivery modes for translation of research/evidence | Evidence team has selected the Knowledge Translation Planning Template© as framework for future KT discussions and activities. Survey targeting purchasers and non-purchasers of Practice Guidelines in development. Emerging leader mentee developing |
| | | | | |
| **Collaborate with AOTF in support of research activities which build occupational therapy knowledge base and support quality practice** | 2014 | | Collaborate with AOTF to build research capacity.; such as the successful pursuit of NIH, IES, NSF, and CDC ROI awards. | AOTA and AOTF collaborated to hold a focus group meeting of successful research programs about strategies to increase research capacity in Jan. 2014. |
| | | | | |
| Identify and promote priority areas of practice needing research and evidence support. | 2013 & **2014 for activity** | | Propose priority research areas needing funding to AOTF on an annual basis. | Staff will ask SIS about their most important research questions and share Research Opportunities Tables (based upon evidence reviews) with AOTF. |
| | | Professional is diverse and globally connected | | |
| | | | | |

| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| **Foster member cultural competence to meet changing demographics and societal needs** | 2014 | | Develop CE materials, invite conference submissions, and utilize AOTA communication vehicles to support cultural competence. | MDI Network's annual invited session at 2014 Annual Conference will address cultural competence, "Bringing Your Baggage Across Cultural Borders." Twenty-six sessions at 2014 conference are found using the search term "cutural". Diversity Ad Hoc Report includes multiple recommendations consistent with this measure. President Stoffel sent a letter to the SISSC and  MDI groups encouraging collaboration to address these issues, including CE, articles, chats, pod casts, etc. Staff will assist in the collaboration of these groups to identify which ad hoc recommendations they will address. |
| | 2014 | | Engage Program Directors' leadership to enhance cultural competence and diversity in our academic programs. | The Academic Leadership Councils will continue to highlight initaives to increase cultural competence in entry-level pratitioners at the 2014 meetings. |
| **Explore opportunities for heightened collaboration between AOTA, BCOT, and CAOT.** | 2014 | | Pursue implementation of recommendations for international collaboration flowing from the 2$^{nd}$ International Organizational Leaders Summit taking place in April 2013, including the feasibility of an international research-related conference. | Approached CAOT about a joint Education Summit in Fall 2015.  They declined due to another commitment. CAOT and CAA are in the process of signing an MOU for the CarFit collaboration, demonstrating a formal commitment to this collaborative educational program.  AOTA's Driving Initiatives will be shared at WFOT through a CarFit paper with CAOT and a workshop on the Genesis Champions program. |
| **Continue to promote diversity in our activities and publications; continue to promote diversity on the student recruitment page of the Web site** | 2012 | | Diversity continues to increase in the research, education, and practice domains. **Efforts are on-going** | The Academic Leadership Councils will be highlighting the challenges in recruiting a diverse student population at the 2014 meetings. Two OT Doctoral students from UPS are interested in addressing Diversity Ad hoc recommendations related to recruiting and retaining students from diverse backgrounds. Projects will be identified by February 2014. |
| | | Profession is Science Driven | | |

| ACTIVITY | Fiscal Year Priority Identified | INTERMEDIATE OUTCOME | MEASURE | Progress Jan.'14 |
|---|---|---|---|---|
| | | | | |
| **Develop programs to encourage faculty to pursue acquisition of doctoral degrees** | 2011 & **2012** | | Decrease faculty vacancy rate by 10% over the next 5 years ( 2010 – 2015) | Vacancy rates remain unchanged at 8-9 % for full-time faculty. |
| | | | | |
| | 2013 | | | |
| | | | Annual data reports will measure the increase in doctorally prepared faculty, as well as the decrease in faculty vacancies. | Vacancy rates remain unchanged at 8-9 % for full-time faculty. The percentage of time taught by adjunct faculty has increased to over 30% in OT and OTA programs. |

**January 24, 2014**

**Report of the AOTA Secretary**
**To the Board of Directors**
**Brent Braveman, PhD., OTR/L, FAOTA**

**I. Executive Summary**

Participated in the BPPC face-to-face meeting on January 10th and 11th , 2014 and conference calls on November 5th, 2013 and January 22nd, 2014 for review of changes to standard operating procedures, job descriptions and policies and procedures. The Chairperson of the BPPC will submit any related action items in a report directly to the Board of Directors.

**II. Report on Activities**
- Participate in monthly officers call and record minutes
- Chairing an Ad Hoc Board group exploring current status of information on move to a single point of entry for the profession.

**III. Items for Action:**

**No items for action**

**Fiscal Implications:** None

**Attachments: None**

December 2013

**Report of the Treasurer**
**To the Board of Directors**
**Ben Herz, OTD, MBA, OTR/L**


**A.2. Financial Results for Fiscal Year (FY) 2014**

Attached to this memo are the financial statements showing the results of operations for the first six months of the Fiscal Year (FY14). Page numbers cited in the paragraphs below refer to the financial statements (10-page financial statements or "Financials" attached to this narrative report).

Through the first six months of FY14 the **Change in Net Assets** increased by $503,960 (Financials Page 6, Line 14.00), compared to a budgeted loss for the period of $351,270. In FY13 by comparison, AOTA's Change in Net Assets decreased by $84,971 for the comparable period.

**Revenues:**

**Total Revenue** amounted to $9,043,379 (Financials Page 3, Line 12.00) for the first six months of the year which was $82,340 over budget. The favorable variances to budget for membership fees, investment income and accreditation fees were offset by primarily unfavorable variances in conference, advertising, products and continuing education. Adjusting for the non-core revenue items (investment income and rental income), revenue from core operations totaled $7,946,380 compared to last year's core revenue of $7,515,258 or an increase of 5.7% year over year.

**Total Membership Fees** (Financials Page 3, Line 1.00) of $3,588,757 were over budget by $111,757 or 3.2% for FY14. Compared to last year's actual of $3,393,163, membership fees are 5.7% higher. At the end of December, the membership count exceeded 48,000.

**Total Conference** (Financials Page 3, Line 2.00) included currently both registration and exhibit fees from the **Program Directors, Student Conclave,** and **Specialty Conferences.** Revenue totaled $329,723 and was under budget by $137,245 due to lower registration fees at the special conferences. However, this year's revenue still exceeded last year's revenue of $320,015. **Annual Conference** revenue collected to-date is deferred income until the Baltimore Conference takes place.

Product revenue included revenue from books and related materials. **Total Products** (Financials Page 3, Line 3.00) revenue totaled $969,691 from July 1, 2013 to December 31, 2013. From last year, the revenue number increased by $40,211 or 4.3% on the new revenue from Test Prep product which totaled $87,198 as of December 31st.

The Subscriptions line included revenue from AJOT, OT Practice and OT Search. **Total Subscriptions** (Financials Page 3, Line 4.00) revenue for the first six months totaled $222,312 over budget by $45,066. Compared to last year's revenue of $185,867 FY14's revenue increased by $36,445. The favorable variance is attributable to higher revenue from AJOT primarily.

**Total Advertising,** including print and online, totaled $450,367 (Financials Page 3, Line 5.00) and was under budgeted revenue by $116,133 or 20.5%. Support of AOTA by our corporate sponsors continues to soften. Online revenue, primarily OTJoblink was under budget by $62,084 or 23.3% due to concerns about additional hiring. Compared to last year's actual of $500,341 it reflected a decrease between the years of $49,974 or 10.0%.

**Total Rental Income** totaled $765,991 (Financials Page 3, Line 6.00) and was under budget by $15,693 or 2.0%. The unfavorable variance was attributable to a tenant where an accommodation was made due to their dramatic income decline. However, from FY13 rental income increased by $82,984 or 12.1%. We are close to executing a lease for a new tenant on the 10th floor. They are taking about 1,250 square feet which should help make up the revenue shortfall against budget.

Results from **Total Continuing Education Fees** totaled $371,132 (Financials Page 3, Line 7.00). This figure was under budget by $86,569 or 18.7% for the six month period, due to primarily a lower level of **Workshops** revenue (Financials Page 3, Line 7.20) and **Self Study** –All (Financials Page 3, Line 7.40). This year's revenue for CE was less than last year's revenue of $422,635.

**Total Accreditation Fees** totaled $1,327,226 (Financials Page 3, Line 8.00), and was ahead of budget by $34,281. The FY14 results also compared favorably to last year's revenue at the same point in time of $1,241,940, or an increase of $85,286. These higher levels of revenue were due to increased accreditation initial fees.

Royalty/Copyright income included amounts from Marsh, Geico, and Bank of America as well as copyright items. **Total Royalty/Copyright** totaled $179,621 (Financials Page 3, Line 9.00). It was under budget by $43,111 due to the delay of receipts compared to budget.

**Total Investment Income** (Financials Page 4, Line 10.00) was a gain of $331,007 in the period exceeding the budget by $234,687. The portfolio returned 9.3% for the first half slightly under performing the benchmark of 10%. This year's gain compared to a year gain of $142,452. Equity markets have declined in January with the anticipation of a market correction. Bond returns are expected to perform at the coupon level.

**Total Other Revenue** was $507,551 (Financials Page 3, Line 11.00), over budget by $90,758. This favorable variance was primarily attributable to **Approved Provider Fees** (Financials Page 3, Line 11.20), and **Sponsorships** (Financials Page 3, Line 11.30) over budget by $66,403 and $54,235, respectively.

**Expenses:**

**Total Expenses** through December were $8,539,419 (Financials Page 6, Line 13.00), under the budget of $9,312,309 by $772,890 or 8.3%. This decrease was substantial and

results from most expense categories being below budget. This expense total compared to the year earlier figure of $8,425,687 increased by $113,732 or 1.3%.

**Total Salary and Benefits** were $3,971,124 (Financials Page 5, Line 1.00) or under budget by $372,342 or 8.6% for the first six months. The favorable variance against budget was due to a number of vacant positions, more staff time being charged to creation of inventory, Work-in-Process, and the straight line of salary expense with merit increases and healthcare costs increasing later in the year.

**Total Contracted Services** amounted to $1,269,107 (Financials Page 6, Line 2.00), under the budget of $1,418,779 or $149,673 or 10.4%. Compared to last year's actual of $1,221,045 there was an increase of $48,062 or 3.4%. This favorable variance to budget will decrease with the advent of Conference related expenditures.

**Total Publication Costs** were below the budget of $998,437 by $169,622 (Financials Page 6, Line 3.00) or 17%. **Printing** (Financials Page 6, Line 3.40) is the primary driver of the favorable variance being under budget by $145,366. **Advertising** costs (Financials Page 6, Line 3.50) were under budget by $45,755.

**Total Meetings and Travel** expenses were $266,453 (Financials Page 6, Line 4.00), below budget by $184,601. The favorable variance to budget resulted from the lag between the expenditures and the actual reimbursement or items to be coded from corporate credit cards. This year's level expenditures were less than last year's by $15,033. In FY13, the travel costs related to the by-law changes increased this expense category.

**Total Postage and Delivery** expenses were $383,844 (Financials Page 6, Line 6.00), and $7,021 over budget or by 1.7%. In comparison to last year, this category increased by $5,086.

**Total Other Expenses** were $889,001 (Financials Page 7, Line 12.00), over the budgeted figure of $721,245 by $167,756. This unfavorable variance was caused by items carried

in accounts payable that were not coded to the final and appropriate natural account as of the statement date without a corresponding number in the budget. These items will get coded in the fullness of time and moved to the proper natural expense accounts.

**Statement of Cash Flows:**

The Cash Flow Statement showed during the first six months, **Net Cash Provided/(Used) by Operating Activities** (Financials Page 9, Line 3.00) decreased by $224,224. Through the first six months operations generated $304,042 of cash flow while capital expenditures for **Fixed Assets**, (Financials Page 10, Line 4.20) totaled $447,051. These cash outlays were primarily for the work on the tenant improvements, lease commissions and the restroom and hallways on the 4th and 9th floors.

Overall, AOTA's **Cash & Cash Equivalents** (Financials Page 9, Line 6.00) declined by $224,224 compared to a decrease of $39,516 for last year. At December 31, AOTA's **Days Cash on Hand** (Financials Page 9, Line 11.00) stood at 40 days compared to 43 days at December 31, 2012.

**Balance Sheet:**

AOTA had **Total Assets** of $20,533,891 (Financials Page 1, Line 4.00) compared to $18,932,316 for the year earlier. **Total Current Assets** (Financials Page 1, Line 1.00) increased by $1,332,155 due to increased carrying value of the investment portfolio and by higher levels of **Work-in-Process Inventory** (Financials Page 1, Line 1.50) and **Inventory** (Financials Page 1, Line 1.40).

Between the two years was **Total Fixed Assets** (Financials Page 1, Line 2.00) which increased by $245,025 due to the building related expenditures mentioned above.

On the liability side of the balance sheet, payables increased by $113,125. **Deferred Income** (Financials Page 1, Line 5.30) totaled $4,574,072. The **Mortgage Payable**

(Financials Page 1, Line 6.20) increased to $10,160,611 from $9,733,319 due to the increase in principal outstanding last March.

**Net Assets** (Financials Page 1, Line 7.00) stood at $4,166,522 compared to $3,172,072 a year ago at this time an increase of $994,450.

## Conclusion

The financial results through December show an increase Change in Assets. The decrease in support from corporate sponsors was reflected in the lower level of advertising combined with a lower level of CE were offset by better membership and investment income. A strong Conference contribution from Baltimore will certainly help the results for the second half of the year.

Our core revenue, excluding Rent and Investment Income, increased 5.7% from FY13. Expenses are well under budget at this point in time. Liquidity of 40 Days Cash on Hand, is lower than last year more than adequate at present.

## The American Occupational Therapy Association, Inc.
## **Consolidated Balance Sheet**
### For the Six Months Ending December 31, 2013 & 2012 & June 30, 2013
(Figures are rounded to the nearest whole dollar)

|  |  | As of 12/31/2013 | As of 12/31/2012 | As of 6/30/2013 |
|---|---|---|---|---|
| **ASSETS** | | | | |
| **Current Assets** | | | | |
| 1.10 | Cash | $ 2,100,339 | $ 2,141,102 | $ 2,324,563 |
| 1.20 | Investments | 3,970,189 | 3,462,313 | 3,628,449 |
| 1.30 | Accounts Receivable Net | 1,038,864 | 819,943 | 1,161,827 |
| 1.40 | Inventory | 1,484,108 | 1,106,360 | 1,271,873 |
| 1.50 | Work-in-Process Inventory | 585,440 | 317,067 | 466,869 |
| **1.00** | **Total Current Assets** | **9,178,940** | **7,846,785** | **8,853,582** |
| **Fixed Assets** | | | | |
| 2.10 | Buildings | 8,588,428 | 8,588,428 | 8,588,428 |
| 2.20 | Land | 1,310,175 | 1,310,175 | 1,310,175 |
| 2.30 | Building Improvements | 6,358,691 | 5,830,604 | 6,189,510 |
| 2.40 | Furniture & Equipment | 293,259 | 283,954 | 293,259 |
| 2.50 | Computer Equipment | 1,896,239 | 1,300,993 | 1,616,194 |
| 2.60 | Amortization / Depreciation | (7,625,584) | (6,737,970) | (7,167,766) |
| **2.00** | **Total Fixed Assets** | **10,821,208** | **10,576,183** | **10,829,799** |
| **Other Assets** | | | | |
| 3.10 | Prepaid & Deferred Charges | 347,855 | 360,830 | 275,238 |
| 3.20 | Mortgage Acquisition Costs Net | 18,997 | 22,504 | 20,751 |
| 3.30 | Rent Abatements Net | 166,890 | 126,013 | 159,903 |
| **3.00** | **Total Other Assets** | **533,742** | **509,348** | **455,891** |
| **4.00** | **TOTAL ASSETS** | **$ 20,533,891** | **$ 18,932,316** | **$ 20,139,272** |
| **LIABILITIES AND NET ASSETS** | | | | |
| **Current Liabilities** | | | | |
| 5.10 | Accounts Payable | $ 567,714 | $ 638,645 | $ 1,178,751 |
| 5.20 | Accrued Salaries | 837,957 | 653,901 | 733,399 |
| 5.30 | Deferred Income | 4,574,072 | 4,603,482 | 4,158,915 |
| 5.40 | Accrued Interest | 41,560 | 39,812 | 40,541 |
| 5.50 | Provision for Taxes | 60,000 | (20,639) | - |
| **5.00** | **Total Current Liabilities** | **6,081,303** | **5,915,201** | **6,111,605** |
| **Long Term Liabilities** | | | | |
| 6.10 | Tenant Deposits | 125,454 | 111,724 | 123,279 |
| 6.20 | Mortgage Payable | 10,160,611 | 9,733,319 | 10,241,825 |
| **6.00** | **Total Long Term Liabilities** | **10,286,066** | **9,845,043** | **10,365,105** |
| **Net Assets** | | | | |
| 7.10 | Unrestricted | 3,311,661 | 2,899,957 | 2,908,572 |
| 7.20 | Temporarily Restricted | 278,803 | 284,988 | 276,373 |
| 7.30 | Permanently Restricted | 72,098 | 72,098 | 72,098 |
| 7.40 | Year-to-Date Earnings | 503,960 | (84,971) | 405,519 |
| **7.00** | **Total Net Assets** | **4,166,522** | **3,172,072** | **3,662,562** |
| **8.00** | **TOTAL LIABILITIES AND NET ASSETS** | **$ 20,533,891** | **$ 18,932,316** | **$ 20,139,272** |

**Date 1-13-14**

**Report of the Speaker**
**To the Board of Directors**
**Mary F. Baxter, PhD, OT, FAOTA**

**I. Executive Summary:**
- **Oct 7-2013 - RACC meeting (by phone)**
- **Oct. 18-19, 2013 Board of Directors Meeting**
- **Nov. 11, 2013 Meeting regarding promoting Primary Care initiatives with COP and RA and president**
- **Nov 14, 2013 RALC meeting (by phone)**
- **Nov 19, 2013 RALC meeting (by phone)**
- **Dec. 9-16, 2013 Representative Assembly fall meeting conducted via OT Connections**
- **Jan 13, 2014 – Met with chair of VLDC regarding leadership initiatives for the RA.**

**II. Report on Activities: During the fall RA meeting, the BPPC documents passed as well as the OTPF.**
- **Discussion with VLDC resulted in ideas for moving forward leadership initiatives within the RA and including initiatives for future leaders such as in succession strategies. One such initiative is to have a leadership development session with VLDC and President Stoffel during the 2014 AOTA Annual Conference and aligned with spring meeting.**
- **Two motions have been presented to the RA for consideration**
  - **Inclusion of a representative from each Program Directors on the RA**
  - **Establish a committee to develop RA leadership initiatives with invitation to VLDC and ASAP**

**III. Update on Current Charges:**

| Agenda: | A 1 | Charge: | 6 | Outcome: | Adopted As Amended |
|---|---|---|---|---|---|
| **Title:** | Motion 1 - Expand the Level of Education for the OTA Degree | | | | |
| **Originator:** | Mary Kay Arvin | | | **Charged To:** | Speaker |
| **Fiscal Imp:** | $2266 | | | **Due By:** | Report to Fall 2013 RA |
| **Status:** | Ongoing | | | | |

**Motion:**
The Speaker, in collaboration with the President for appointment of members, will establish an ad hoc committee to investigate the strengths, weaknesses, opportunities and threats of changing the occupational therapy assistant entry level degree from the current associate degree to either 1) include both the associate degree and bachelor's degree as options for OTA education, or 2) elevate the entry level degree exclusively to the bachelor's degree. The ad hoc committee will provide an interim report to the fall 2013 RA meeting and a full report to the spring 2014 RA
**Comments:**

- The Ad Hoc Committee has met regularly, reviewed literature and has sought additional information from a variety of stakeholders including students, practitioners, clients, employers and program directors.
- Final report is due to the spring 2014 RA.

**IV. Items for Action:  N/A**

**January 28, 2014**

**Report of Board Director Bloom**
**To the Board of Directors**

**I. Executive Summary:**
- Director Bloom was appointed as Board Diversity Champion at the October 2013 Board meeting as an outgrowth of the Diversity Ad Hoc Recommendations. Staff member Karen Smith will be the primary person to follow up on identifying groups and individuals working on the recommendations and communicating with Director Bloom on progress.

**II. Report on Activities:**
- Director Bloom met with AOTA staff Maureen Peterson and Karen Smith regarding the Ad Hoc Recommendations in general and in regards to the Multicultural, Diversity, and Inclusion (MDI) Networks which are named frequently in the recommendations.
- Director Bloom met with the MDI groups via conference call January 16th to discuss opportunities to contribute to the Diversity Ad Hoc recommendations and the intersection of this with the MDI Strategic Plan and the Centennial Vision. He will meet quarterly with the MDI leadership group by conference call and in person at their meeting in Baltimore.
- An update on activities related to the Diversity Ad Hoc Recommendations is provided in attachments I a (Diversity Ad Hoc Recommendations Tracking Chart) and I b (Minority Development Grant Opportunities)

**III. Items for Action (if needed)**

**Motion(s):**

**Rationale:**

**Fiscal Implications:**

**Attachments:**
- I a (Diversity Ad Hoc Recommendations Tracking Chart)
- I b (Minority Development Grant Opportunities)
- I c (Sessions at 2014 AOTA Annual Conference – diversity/cultural competence)

**Follow-up actions deriving from the October 2013 Board meeting and discussion.**                    **Attachment I a**

**Question 1. What Association policies, position statements and or professional standards currently exist which articulate the organization's commitment to inclusion, cultural diversity and cultural competence?**

Although the policies and position statements are highlighted above, the following recommendations will help meet the gaps found in the statements from the association that embrace commitment to diversity and cultural competence. Recommendations are listed according to priority. CC means Cultural Competence. Minority and diverse students/practitioners is used interchangeable and it refers to individuals from diverse ethnic and racial backgrounds and individuals with disabilities.

| Recommendations | Desired Outcome | How to measure impact/success | Who is Responsible? | Follow-up post BOD meeting | Update January 2014 |
|---|---|---|---|---|---|
| 1.1.a Develop (revise) a clear set of cultural competence practice and diversity guidelines.<br><br>1.1.b Create a system/entity responsible for holding programs accountable for training on cultural competency and fostering diversity. | Published explicit CC standards for OT and OTA programs. Having the system in place and programs' compliance with CC guidelines. | Survey of academic programs to see how they integrate the guidelines in their programs. Development and implementation of CC guidelines. | AOTA makes a recommendation to ACOTE.<br><br>**Can be addressed in the next standards review cycle** | 1.1.a. This can be addressed in the next ACOTE standards review cycle.<br><br>1.1.b. AOTA has no way in which to enforce this; academic institutions are independent in this regard. | 1.1.a More discussion is needed to clarify intent and appropriate body to develop guidelines.<br><br>1.1.b This was forwarded to the Education Standards Review Committee. |
| 1.2 Reinstate the AOTA multicultural and diversity director. | Demonstrate commitment to diversity; assist in implementing recommendations. Accomplishment of AOTA diversity goals. | Goal setting and tracking of diversity activities implemented by new diversity AOTA director in collaboration with a AOTA Diversity Committee. | AOTA<br><br>**Director Patrick Bloom** | No additional staffing resources will be allocated; Karen Smith will continue as staff liaison to MDI.<br><br>Patrick Bloom will serve as ***BOD Diversity Champion.*** | Patrick Bloom met with MDI groups by conference call 1/16/14 and will meet via quarterly conference calls and face to face at Annual Conference with focus on the ad hoc recommendations. |

| Recommendations | Desired Outcome | How to measure impact/success | Who is Responsible | Follow-up post BOD meeting | Update January 2014 |
|---|---|---|---|---|---|
| 1.3 Train academic/educational programs on strategies for implementing cultural competency and diversity guidelines. | Enhance CC. High percent of programs training on CC (# of programs implementing CC guidelines). | Annual Report by Program Directors. | **Academic Program Directors**. AOTA staff | This will be placed on the Program Directors' Councils agendas. | The Academic Councils will be addressing the issue of diversity in the student population at its upcoming meetings. |
| 1.4 Collect data on: a) Diversity representation of AOTA members; b) track diversity participation at conferences; b) conference sessions—mini-courses, presentations-- on cultural competence, diversity and health disparities. | Establishment of a diversity data bank. Set goals for increasing representation based on baseline measures. | Annual data analysis and Report at AOTA conference. Percent of diversity representation over the years. | AOTA N/A | Data will continue to be collected at the time of membership renewal; **no new data collection will be initiated**. Only 42% complete this portion of the member renewal. It does not appear to be advisable or necessary to collect diversity data at conferences or other AOTA meetings. | |

| 1.5 a. Establish (AOTA) a stronger, visible, collaborative working relationship with the existing special interest groups/caucuses and Multicultural Diversity and Inclusion groups. 1.5 b. Promote collaboration among SIS and MDI groups. | Increase members satisfaction. Implementation and accomplishment of diversity and CC goals. | A 2 question satisfaction survey at AOTA Conference. Increasing # of co-sponsored activities at AOTA conferences or published newsletters. | AOTA **The leader in each SIS** **President Stoffel** **MDI** | President Stoffel will write to the leadership of MDI & SISs to encourage this collaboration. Staff will facilitate a call between the MDI leadership and the SISC. The idea of each SIS addressing an issue related to diversity or inclusion could be accomplished via the SIS Qs and/or the SIS conference session. | A letter from President Stoffel was sent to the MDI and SISC. |
|---|---|---|---|---|---|

**Question # 2: What focused, impactful and measurable steps can the Association take to promote a more diverse workforce?**

| Recommendations | Desired Outcome | How to measure impact/success | Who is Responsible? | Follow-up post BOD meeting | Update January 2014 |
|---|---|---|---|---|---|
| 2.1 Target PR publications about OT into marketing tools such as Ebony, Jet, La Voz Latina, Latina Magazine, that have a strong presence in diverse communities. Create a pamphlet designed to recruit diverse groups. | Increase exposure of OT in underrepresented communities. Increasing # of students from diverse backgrounds applying to and enrolled in OT programs. | Ask academic programs to track number of applications and enrollment of diverse students. Track the numbers of underrepresented OT applicants after exposure to recruitment and retention strategies. | AOTA staff assigned to marketing **Communications staff with MDI** | The Communications staff will look at feasibility of on-line advertising and pitching stories to the most appropriate publications. The suggested publications' demographics show they attract an older readership. The staff would work with the MDI to create content for an effective landing page on our Web site for those who click these online ads to get more information. | President Stoffel was invited by UC Davis Pre-Health Student Alliance to deliver keynote at the 12th Annual Pre-Medical and Pre-Health Professions Conference, "Empowering the Next Generation of Health Professionals," October 11 - 12, 2014. |

| Recommendations | Desired Outcome | How to measure impact/success | Who is Responsible? | Follow-up post BOD meeting | Update January 2014 |
|---|---|---|---|---|---|
| 2.2 Conduct a Diversity Champion Contest. Ask departments (heads, chairs) across the country to submit model(s) for increasing diversity and retention of diverse students (similar to the YouTube program). Collate these and share with all Program Directors. | Increase and showcase academic/education al recruitment and retention strategies for under represented OT student applicants.<br><br>At least 25 % of academic programs will respond to the champion contest. | Models and Strategies for recruiting and retaining underrepresented students is identified.<br><br>Track programs using strategies. | **Academic Program Directors**. | This idea will be conveyed to the PD leadership for further discussion and development. The BOD strongly supports an initiative that that facilitates successful programs sharing their successes and strategies with other programs. | This is being discussed for the upcoming academic council meeting. |
| 2.3 Establish an educational enhancement initiative in which AOTA consults and advises struggling programs that target diverse populations. | Increase quality of programs that target minority students. | # of programs being consulted. | AOTA **Academic Program Directors**. | The BOD recommends this be discussed with the Program Directors' Councils and handled within that group. | This is being discussed with PD leadership. A number of concerns have been raised regarding the role of academic programs to support development of quality outcomes in another program. |

4

| Recommendations | Desired Outcome | How to measure impact/success | Who is Responsible? | Follow- up post BOD Meeting | Update January 2014 |
|---|---|---|---|---|---|
| 2.4 Provide mentoring opportunities to minority students through leadership development and mentor/mentee programs to support professional development. Train them to be future mentors. | Increase knowledge about career success and provide access to a support system for underrepresented members. Increase the # of mentees and mentors each year. | Pre and Post mentoring evaluation. Showcase accomplishments and leadership at AOTA Conference. Track # of mentees who become mentors and grow into leaders. | Mentor/mentee, AOTA representative and members from diverse backgrounds. **N/A** | Staff routinely sends the announcements of opportunities to apply to AOTA leadership programs to the MDI leadership and asks them to promote to their members. Our leadership program participants have been appropriately diverse to date, including gender. **No new programs are planned at this time.** | |
| 2.5 Recruit diverse students into the summer career programs, sponsored by AOTA. | The # of programs offered and the # of students participating in each program. | Consistent growing of the # of program and students per program. | AOTA program directors. **N/A** | There is no such program. | |
| 2.6 Dedicate a session, on diversity during program directors' meeting (e.g., recruitment issues, how are they interpreting the standardized testing and ask them what supports they need to be effective in recruitment and retention). | Increase the number of minority students being offered admission into OT academic programs. | Ongoing tracking of data on applications and recruitment of minority students. | AOTA **PDs** **Planning Group** | Recommendation will be conveyed to the Program Directors' Council. Recommendation to dedicate space in 2015 Education Summit to call attention to the training of cultural competence will be conveyed to the planning group. | This is being implemented. |

| Recommendations | Desired Outcome | How to measure impact/success | Who is Responsible? | Follow-up post BOD meeting | Update January 2014 |
|---|---|---|---|---|---|
| 2.7 Identify and apply for minority development grant opportunities (e.g., fellowships). | Increase # of minority representation. | Ongoing tracking. | **AOTA**<br><br>**AOTF ?**<br><br>**Ad Hoc** | Share this recommendation with AOTF. Staff will ask for recommendations from members of the Ad Hoc for such grants, as well as check in with ASHA and APTA. | Staff and Diversity Ad Hoc members have provided grant information (see attached) which will be posted on EDSIS forum and MDI leadership listserv.<br><br>Request made to SISs for possible EDSIS involvement in grant opportunity monitoring.<br><br>AOTF does not have specific programs, but does foster scholarship support and encourage participation of therapists from a diverse cross section of the population in their grant and research education programs, and encourage scientists to apply for minority supplements to their NIH funded grants.<br><br>Susan Lin asked to serve on peer review panel for the 2014 Minority-Serving Institution (MSI) Field-Initiated Program (FIP) – Section 21 grant competition. |

**Question # 3: What focused, impactful, and measurable steps can the Association take to promote a more culturally competent workforce?**

| Recommendations | Desired outcome | How to measure success/impact | Who is Responsible? | Follow-up Post BOD Meeting | Update January 2014 |
|---|---|---|---|---|---|
| 3.1 Create on the AOTA website link/special column about cultural competence and diversity highlighting resources, minority practitioners and researchers (e.g., Black History Month highlight an African American practitioner, Native American, Latina/o). Create a forum for OTs to share stories on how to address these challenging topics. | AOTA CC website link is active and utilized by members. | Monitor the number of hits and response/chat on the website. | **AOTA staff and Diversity committee to develop appropriate materials and members of MDI groups.** | Honoring National Heritage months could go on the web site's revolving carousel, and "hits" could be tracked & measured to determine interest. We recommend the MDI leadership take a major role in making this happen and providing the materials. Begin to weave in a theme of "diversity enriches practice" into our regular columns and articles; how is diversity supported within practice? | MDI project June completion of article for OT Practice. |
| 3.2 Offer CE training opportunities and mini-courses on cultural competent practice skills for students, professionals, and AOTA leaders. | Increased CC knowledge and skills. Provide training opportunities on CC skills. | Trainees can utilize standardized CC assessment instruments. Feedback from the attendees and the # of attendees. | **AOTA and Multicultural Diversity and Inclusion groups**. | One way in which this is accomplished is through sessions at Annual Conference. The topic can also be interwoven into other CE topics as they are developed. | MDI have an invited session each year at Annual Conference. This year's topic is titled - (AOTA) Bringing Your Baggage Across Cultural Borders (SC 106). |

| Recommendations | Desired outcome | How to measure success/ impact | Who is Responsible? | Follow-up Post BOD Meeting | Update January 2014 |
|---|---|---|---|---|---|
| 3.3 Make resources on diversity and CC available to members (Diversity Tool Kit). | Updated resources are up to date by 2014. Resources are used by AOTA members. | Action plans to update resources Track use of the resources. | **Multicultural Diversity and Inclusion (MDI) groups**. | The MDI Leadership is working on this Tool Kit. It will be posted when it is submitted. | MDI are projecting March for completion of Tool Kit. |
| 3.4 Put out a call to practitioners to have demonstration videos submitted regarding Culture Competent Care. Emerging leaders program can develop video- use social media-- to outreach to minority AOTA members. | Have proper demonstration videos. | # of video submissions. | OT practice magazine. **MDI or other appropriate group with guidance from staff** | This would not fit well with the emerging leaders program expectations. This idea could be executed by the MDI or another appropriate group. The videos would have to be vetted by this group & the purpose and intended audience would need to be fleshed out. Communications Director is willing to provide guidelines. | |
| 3.5 Explore what other AOTA workgroups are doing related to this topic. Combined efforts. (e.g., pediatric Fact Sheets) | A summary report Fact Sheets on Diversity, inclusion and cultural competence. | # of responses from these workgroups. | AOTA ad-hoc diversity committee **MDI w SISC** | Pediatric Workgroup developed a document on culturally competent care **http://www.aota.org/~/media/Corporate/Files/Secure/Practice/Multicultural/FAQCulturalSensitivity.ashx** This is the only one we are aware of being developed. This could also be discussed by the SISC to pull in possible articles to appear in the SIS Qs**.** | |

| Recommendations | Desired outcome | How to measure success/impact | Who is Responsible? | Follow-up Post BOD Meting | Update January 2014 |
|---|---|---|---|---|---|
| 3.6 Offer podcasts (audio-only), webinars, and/or chats periodically on topics related to diversity. Have regular offerings specific to a setting or client population (e.g., working with minority children with autism; or cultural competence in pediatric populations). Use OT Connections as a platform. | Regular activities of podcasts/webinars or chats. | Increasing # of participants and feedback from participants. | AOTA<br><br>**MDI leadership** | MDI leadership should discuss with Communications Director, who is willing to offer guidance and support. **MDI leadership would need to facilitate the chats and assure the content is appropriate**. This also may be an activity best accomplished in collaboration with specific SISs. | MDI will host a Networking Lounge hour at Annual Conference regarding MDI groups and Cultural Competence and Diversity in general.<br><br>MDI will explore and collaborate with SISs beginning in February. |
| 3.7 Recommend to AJOT editor to do a special issue on diversity and cultural competence, in AJOT and some of the special interest section newsletters (has been done in AJOT on health disparities--may need to repeat the concept.) | Increase knowledge of members on these issues. Bring attention to these issues. | # of submissions to the special issue and also 5 years of citation rate of the published articles. | AOTA and **AJOT editor.**<br><br>Identify a special issue editor(s). | This recommendation will be conveyed to the AJOT Editor for decision. | This recommendation must be made to the new incoming editor. The new AJOT editor will be appointed soon and will begin in June 2014. |

**Question # 4: What focused, impactful, and measurable steps can the Association take to build leadership capacities within the diverse communities that exist within the profession?**

| Recommendations | Desired Outcome | How to measure impact/success | Who is Responsible? | Follow-up Post BOD Meeting | Update January 2014 |
|---|---|---|---|---|---|
| 4.1 Offer minority student or practitioner travel grants to AOTA events/conferences. | Increase participation of minority practitioners in AOTA events. | Track # of grants offered. Track # of minority members that become involve in AOTA. | AOTF and AOTA Scholarships. **N/A** | We question whether this is a truly impactful recommendation; the Association's broader efforts around member engagement and participation would encompass this objective This specific recommendation will not be pursued this fiscal year. | |
| 4.2 Create a toolbox for recruiting and retention of diverse students. | 90% graduation rates of diverse students nationally. | Increasing retention rate of diverse students. | AOTA **N/A** | This appears to be a recommendation that is really not under the purview of AOTA; the outcome may be achieved by implementation of recommendations 2.2 and 2.3 addressed above. | In discussion with doctoral students about possible focus on recruitment and retention of diverse students in conjunction with AOTA as part of their Capstone project. |

# AOTA Diversity Ad Hoc Committee

| Recommendations | Desired Outcome | How to measure impact/success | Who is Responsible? | Follow-up Post BOD Meeting | Update January 2014 |
|---|---|---|---|---|---|
| 4.3 Expose diverse students and practitioners to leadership opportunities. | Increasing # of diverse students in leadership positions. | Track # of diverse students applying and participating in these opportunities & in leadership positions. | AOTA | This has been addressed in the comments for recommendation 2.4 | |
| 4.4. a. Recommend that all AOTA committees have diversity representation. 4.4. b. Recommend that AOTA considers diversity in ALL leadership development opportunities. | Increase leadership opportunities for diverse AOTA members. | Track diversity representation. | AOTA | Staff routinely sends the announcements of opportunities to apply to AOTA leadership programs to the MDI leadership and asks them to promote to their members. Our leadership program participants have been appropriately diverse to date, including gender. Other activities underway to promote leadership development from within our diverse communities include:<br>• We promote the "Leadership Development Reception" at AOTA Conference to the MDI groups. | VLDC will send a letter to the MDI regarding their process and encourage the MDI to assist in informing members from diverse groups of open volunteer positions and using COOL. |

| Recommendations | Desired Outcome | How to measure impact/success | Who is Responsible? | Follow-up post BOD meeting | Update January 2014 |
|---|---|---|---|---|---|
| | | | | • AOTA offers 2-3 EK Wise Scholarships per year with the expressed purpose of identifying applicants from diverse backgrounds.<br>• AOTA Policy 5.14 – Diverse and Inclusive Membership states our commitment to promoting diversity and inclusion.<br>• AOTA has recently created the VLDC (Volunteer Leadership Development Committee), a body of the Board, which has within its charge the responsibility to "identify and recruit diverse and qualified candidates for service to the Association." | |

**Minority Development Grant Opportunities**

Some NIH funding mechanisms, such R25, are trying to engage minority students in health-related research or education.

- http://grants.nih.gov/grants/guide/rfa-files/RFA-HL-14-021.html "Programs to Increase Diversity Among Individuals Engaged in Health-Related Research"
- http://grants.nih.gov/grants/guide/rfa-files/RFA-HL-13-020.html "Short-Term Research Education Program to Increase Diversity in Health-Related Research"
- http://grants.nih.gov/grants/guide/pa-files/PAR-12-016.html, "NIA MSTEM: Advancing Diversity in Aging Research (ADAR) through Undergraduate Education"

F-level awards that support minorities in research, pre and post doctoral training (F31 and F32, respectively).

- NIH: Ruth L. Kirschstein National Research Service Awards for Individual Predoctoral Fellowships to Promote Diversity in Health-Related Research (Parent F31 - Diversity) (PA-11-112)
  NIAMS: Ruth L. Kirschstein National Research Service Awards for Individual Postdoctoral Fellowships in Muscular Dystrophy Research (F32) (PA-11-075)

Additional resources

- http://sites.nationalacademies.org/pga/fordfellowships/ (for faculty)
- http://www.sloan.org/major-program-areas/stem-higher-education/education-and-professional-advancement-for-underrepresented-groups/ (STEM higher education)

Grants for mentoring faculty to increase diversity in the sciences
- http://www.grants.gov/web/grants/search-grants.html (RFA-HL-13-019; Mentored Career Development Award to Promote Faculty Diversity/Re-Entry in Biomedical Research (K01); National Institutes of Health — Department of Health and Human Service). There are variations of this one in which OT could possibly qualify.

**Attachment I c**

**Sessions at 2014 AOTA Annual Conference**

**(using search terms diversity culture, cultural, and inclusion)**

1. PO 1007.The Chaos and Complexity of Occupation and Culture
2. **RP 222.The Relation of Cultural Behavioral Norms and Parenting Styles to Age of Diagnosis of Autism Spectrum Disorders**
4. SC 351.Cultural Competence in Everyday Practice: Practical Strategies for Working With Hispanic Patients and Interpreters
5. SC 106.(AOTA) Bringing Your Baggage Across Cultural Borders
6. RWP 1081.Exploring Professionals Cultural Sensitivity through IPE
7. SC 131.Cultural Fluidity: Translating International Lessons Into Local Practice
8. PO 1012.Looking Above and Beyond: Increasing Cultural Competence Through a Volunteer Experience in Peru
9. PO 1010.An Environmental and Therapeutic Approach to Pediatric Rehabilitation in a Cross-Cultural and Interprofessional Exchange
10. PO 1019.Use of Culturally-Adapted Practices Among Occupational Therapy Practitioners in Work Rehabilitation Settings
11. PO 1006.Cultural Competency: Therapists' Perceptions and Strategies When Working With Latino Families
12. PO 1024.Cross-Cultural Validity of the Children's Assessment of Participation and Enjoyment: A Rasch Analysis in the U.S. and Taiwan
13. PO 1021.The Cross-Culturally Psychometric Evidence of the Children's Assessment of Participation and Enjoyment: Chinese Version
14. PO 1002.Bringing Occupational Therapy Education to Morocco
15. RP 111.Life Skills Training for Adolescent Burmese Refugees Resettled in Central Indiana
16. PO 1017.The Influence of a Mexican Cultural Immersion Experience on Personal and Professional Healthcare Practices
17. Globalization of the Occupational Therapy Fieldwork Experience in South America and the Caribbean
18. PO 4021.Client Perceptions of Meaningful Occupation Using the Kawa Model as a Theoretical Base
19. SC 224.International Partnerships in Occupational Therapy: Realities of a Globally-Connected Profession
20. RP 229.Cross-Cultural Validation of the Fine Motor Bruininks-Oseretsky Subscales Among Israeli, Palestinian, and American Kindergarteners
21. PO 6005.Educational Strategies for Developing Cultural Competence
22. PO 1050.Prevention of Bullying: Meeting the Needs of LGBT Youth
23. SC 351.Cultural Competence in Everyday Practice: Practical Strategies for Working With Hispanic Patients and Interpreters

**Date: February 5, 2014**

**Report of Board Director Cronin**
**Chair of Board of Directors Ad Hoc Committee on International Issues**
**To the Board of Directors**


**I. Executive Summary:** The committee, constituted by myself, Susan Parker, Patrick Bloom and Maureen Peterson will have had two teleconferences to establish the committee action plan and timelines. The committee has explored current AOTA international activities and has developed a survey to collect information from key stakeholders about their own paths to global connectedness, and their ideas about AOTA's global presence. The text of this survey will be made available to board members prior to the February meeting.

**II. Report on Activities:**
Teleconference  12/20/2013
Teleconference   1/17/2014

**III. Items for Action:  None**

**Motion(s):**
**Rationale:**
**Fiscal Implications:**
**Attachments:**

# International Survey 2014

Dear Colleague,

AOTA President Ginny Stoffel has appointed an ad hoc committee to develop a comprehensive strategic international agenda to help AOTA meet the Centennial Vision goal of the profession being "globally connected". The ad hoc committee has developed this survey to help us understand international issues as they currently exist. You have been identified as a person with current or past experience and/or interest in international activities and relationships. Your perspective would be very helpful as we think about an international agenda. We hope you will take a few moments to complete this survey as a means to helping us formulate an informed plan.

Thank you so much for your help!

Please complete the survey by **Friday, February 21, 2014.**

AOTA's Centennial Vision

**"We envision that occupational therapy is a powerful, widely recognized, science-driven, and evidence-based profession with a globally connected and diverse workforce meeting society's occupational needs."**

**Demographics**

## *1. I am an:

- ○ OT
- ○ OTA
- ○ Non OT Practitioner

## *2. My primary area of practice is:

- ○ Mental Health
- ○ Children & Youth
- ○ Productive Aging
- ○ Rehabilitation & Disability
- ○ Health & Wellness
- ○ Work & Industry
- ○ Academic Education
- ○ Other

**\*3. Years of Experience:**

○ Student

○ 1-3

○ 4-9

○ 10-15

○ 16-20

○ 21-30

○ Over 30 Years

○ Retired

**\*4. Have you...**

○ Lived abroad but not practiced abroad

○ Lived and practiced abroad

○ Lived abroad and done volunteer work

○ Visited abroad and done volunteer work

**\*5. The region(s) which I am most familiar (check all that apply)**

☐ South America

☐ Central America

☐ Western Europe

☐ Eastern Europe

☐ North Africa

☐ West Africa

☐ Central Africa

☐ East Africa

☐ Asia

☐ Australia and New Zealand

☐ Israel

☐ Middle East

Other (please specify)

[                                                                                    ]

**✱6. List any specific occupational therapy groups or countries with whom you think AOTA should forge a stronger global relationship. Include your reasons for each suggestion.**

**✱7. Do you find the AOTA website helpful in finding international information about OT?**

| 1 = Very Helpful | 2 = Somewhat Helpful | 3 = Not Helpful |
|:---:|:---:|:---:|
| ○ | ○ | ○ |

Comments:

**✱8. Do you find the WFOT website helpful in finding international information about OT?**

| 1 = Very Helpful | 2 = Somewhat Helpful | 3 = Not Helpful |
|:---:|:---:|:---:|
| ○ | ○ | ○ |

Comments:

**✱9. How did you develop your own international connections? (check all that apply)**

☐ Through international conference attendance

☐ Through my membership in WFOT

☐ Through service learning projects with my university

☐ Through professional collaboration (i.e. writing a book or chapter; research; presentations) with an international colleague

☐ Through faith based service projects/trips

☐ Through a formal international visiting program such as People to People

☐ Through AmeriCorps, CUSO-VSO (Volunteer Services Overseas), Peace Corps or another such program for young people

☐ Through The U.S. Fulbright Scholars/Specialists or Rotary International

Other (please specify)

**✱10. Follow-up to Question 9: Is this a path that is open to the membership in general?**

| 1 = Absolutely Open to Others | 2 = Somewhat Open to Others | 3 = Not Open to Others |
|:---:|:---:|:---:|
| ○ | ○ | ○ |

Comments:

# International Survey 2014

**\*11. Have you been able to maintain your international OT relationships while in the USA?**

| 1 = Absolutely | 2 = Somewhat | 3 = Not at All |
|:---:|:---:|:---:|
| ○ | ○ | ○ |

Comments:

[                                                                              ]

**\*12. Describe how you remain connected? (check all that apply)**

☐ Social media (Facebook, Twitter, Instagram etc.)

☐ Personal correspondence via e-mail

☐ Telephone/skype/face-time

☐ Connecting at WFOT Congress every 4 years

☐ Connecting at the European Congress

☐ Connecting at Canadian OT conference

☐ Connecting at other international conferences and meetings

☐ Connecting by other professional international travel

☐ Connecting through personal international travel

☐ Connecting at AOTA

Other (please specify)

[                                                                              ]

**\*13. What barriers have you encountered in developing your own international connections? (check all that apply)**

☐ None

☐ Language

☐ Understanding the culture

☐ Funding for trips abroad

☐ Funding for international research

☐ No known networking opportunities

Other (please specify)

[                                                                              ]

**\*14. What does globally connected, as presented in the AOTA Centennial Vision, mean to you?**

[                                                                              ]

**✱15. What is the best way in which AOTA can develop and highlight being globally connected?**

**✱16. What initiatives must be included in a strategic international agenda for AOTA in order that the profession be globally connected?**

**✱17. Are there other ideas you wish to mention related to AOTA and globally connected that we have not discussed?**

**18. The AOTA membership has demonstrated a great interest in international volunteerism. Do you have any insight about existing organizations or volunteer programs that would be helpful for us to consider as we strive to address this interest area?**

# Report of the Executive Director
## February, 2014

## *Key Achievements*

- **AOTA efforts and advocacy were well represented in the Senate Finance-approved legislation** that would repeal the therapy cap, sunset the problematic Manual Medical Review (MMR) process before 2015, and replace it with a prior authorization process established to target outliers like aberrant billers, providers with high claim denials, and others.

- AOTA's voice was critical to **extending the exceptions process**, as many lawmakers were under the impression that patients would not reach the cap in the short time they planned on extending the SGR policy.

- In December, **stories about OT** appeared in a total of **156** publications or outlets and in **38** outlets with page views of 5 million or more.

- AOTA's **Older Driver Safety Awareness Week** had more media hits this year than ever before, with 121 since the campaign began.

- AOTA created online **Research Opportunities Tables** to provide an overview of the available evidence on interventions within the scope of occupational therapy practice.

## *New for AOTA Members*

- Staff recorded a **webinar discussing health care reform issues**, which is available for download on AOTA's Web site

- Staff created an **online "AOTA Guide to PQRS" for members**, which went live in January.

- Staff established a new **blog/forum on OT Connections entitled Quality & Outcomes Opportunities** that enables members to get involved with calls for comments and opportunities to self-nominate in the quality and outcomes arena

- State Affairs staff **redesigned the weekly state legislative and regulatory reports** provided to state associations. An additional weekly report was created to highlight important state legislative information, dates, and deadlines.

- We are **transitioning to one version of the *1-Minute Update* and rebranding it as *OT Practice Pulse*,** a name that takes advantage of two well-known and popular AOTA brands.

- We are making **OT Connections more user friendly.**

- We are **freshening the "look and feel" of *OT Practice*** and will better leverage and integrate the content with our faster, more immediate communication vehicles.

- We are **creating an AOTA Alerts section** on the website with items related to AOTA business, and sending the *AOTA Alerts* e-newsletter to all members once a month.

- **Two new ethics advisory opinions have been published** on the AOTA website: *Ethical Considerations for Productivity, Reimbursement, and Billing* and *Promoting Ethically Sound Practices in Occupational Therapy Fieldwork Education*.

- Updated information about all specialty certifications is on the website; however, the application for Gerontology has been delayed until later in January

## *AOTA News*

- Members of the Primary Care Team worked with volunteer leaders to begin **drafting a position paper on primary care**, which is to be completed and submitted to the Representative Assembly in February.

- Staff Outcomes team is **working with Cedaron to refine the documentation templates**. The next release of the system is planned for February 2014.

- The Evidence Exchange now includes **18 CAPs posted, and 28 CAPs accepted** and to be posted.

- We are in the final stages of negotiations for a **new tenant on the 10<sup>th</sup> floor**. There is only approximately 2,600 square feet available for lease in the building.

- **The migration of *AJOT* from HighWire to Silverchair Information Systems** (platform for AOTA's NBCOT Exam Prep) is on schedule, and the new journal site is expected to go live in late March or early April.

- The full **APP application, website information, and reviewer form have been revised**.

- AOTA created and disseminated an inaugural issue (December, 2013) of the **AOTA Research e-newsletter** to 2013 Scientists' Summit participants.

- **The RA held its fall meeting online December 9–16, 2013**. A motion to adopt the third edition of the *Occupational Therapy Practice Framework* was passed, as was a consent agenda including updated SOPs for the EC and RA as well as revised Job Descriptions for the RA speaker, vice speaker, consumer member, recorder, and sergeant at arms.

- Jennifer Dessoye, OTD, was appointed by Kim Hartmann, PhD, MHS, OTR/L, FAOTA, as the **interim AMSIS Chairperson** (January 1–June 30, 2014).

- **Elections are open** from January 7 to February 11, 2014.

- There are **404 accredited educational programs at 446 locations**.

## Participation

- The **AOTA/AOTF Research Focus Group Meeting** was held January 7–8, 2014, in Bethesda. Participants discussed occupational therapy's capacity to access federal funding for research and training career scientists.

- AOTA is advocating for the nomination of Craig Velozo, PhD, OTR, to serve on **National Institute on Disability and Rehabilitation Research's** new Rehabilitation Research Advisory Council.

- AOTA staff **attended the National Quality Forum's Long-term Care/Post-Acute Care Working Group's meeting** in December and met with AOTA's representative to this group, Pam Roberts, PhD, OTR, to review measures and concerns. **Staff drafted six priority areas for AOTA's quality strategy**, which are aligned with the National Quality Strategy's triple aims and six priorities.

- **Regulatory Affairs staff participated in several conference calls with the National Association of Rehabilitation Agencies**, including the SNF Work Group and the Acute Care Work Group.

- Staff participated in **two conference calls with the Coalition for Patients' Rights, which has largely focused on issues related to the state implementation of the Affordable Care Act**. In addition, staff attended the Consortium for Citizens with Disabilities Health Task Force meeting where health care reform implementation also remains a focus.

- **AOTA signed a "friendship" agreement with the National Disability Navigator Resource Collaborative** that enables us to cross-promote resources designed to assist people with disabilities as they navigate the evolving health care system.

- AOTA **submitted testimony to the Senate Select Committee on Aging** in response to their hearing on older driver issues.
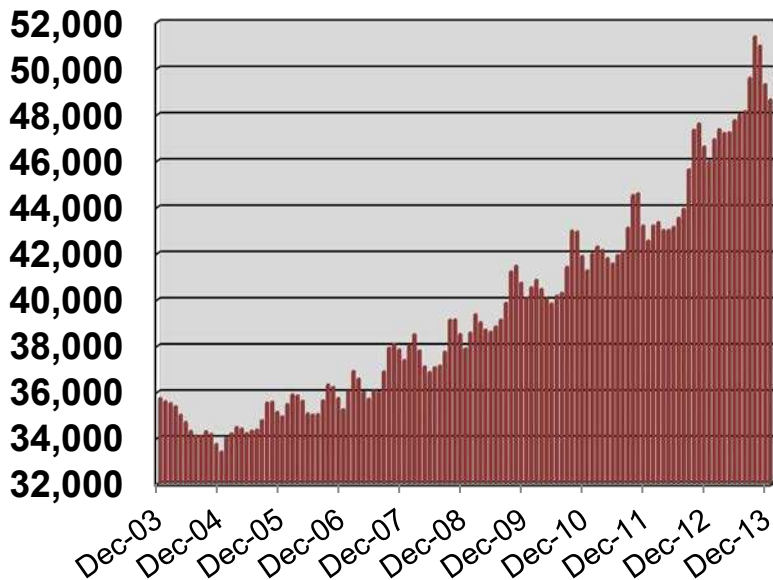
## Financials

- **AOTA Press revenue** is at $1M ($58,000 ahead of last year). Total sales of NBCOT Exam Prep are ahead of budget and approaching 1,000 units sold since its rollout in October. We expect to exceed our first-year budget goals by the end of February.

- **Revenue for the *1-Minute Update* (rebranded as *OT Practice Pulse*) and buttons on the web** site is at $74,969 with a budget of $65,000 (115.34% of budget). *OT Practice Pulse* is sold out for the year, and new buttons are being added to the website.

- Through the end of December, **list rental revenue** is at $79,861 with a budget of $66,000 (121.0% of budget).

- Through January 15, 2014, *OT Practice* revenue is $244,612.88 with a budget of $280,000 (87.36% of budget).

- **OTJobLink revenue** is $182,453 with a budget of $234,000 (77.97% of budget).

- **2013 AOTA Specialty Conference: Adults with Stroke** (Las Vegas, NV: December 6–7). Final registration: 224 paid; $78,665 revenue; Final housing numbers: 454 total room nights were sold (98% of the total block).

- **YTD CE product revenue** at the end of December 2013 = $254,093 (28% below anticipated YTD revenue goal of $354,351). However, December sales reached 91% of revenue goals.

- **The APP revenue** through December 31, 2013, was $157,860.00 or 88.50% of FY budget projection.

- **The OTCAS Quarterly Fee Analysis Report for the 2014 Cycle**: As of December 31, 2013, the net payment to AOTA was $384,411. In December 2012 the payment was $191,732. There are 60% of the graduate programs currently participating in the OTCAS system.

- **AOTPAC ended 2013 with $229,826 in contributions**. While this is shy of the goal, the chair is pleased that so many people responded with our year-end requests to get us so much closer to the goal.

## *Membership*

- **Membership ended December at 48,691, down 693 for the month.** These results are very similar to December 2012 and other Decembers over the past several years.
- Through 6 months, total membership is up 652, OT membership is up 304, but student membership is only up 227. Within that student membership total, we see OT student membership growing only modestly and OTA membership dropping year-over-year.
- With several days left in the month, we are forecasting an uptick in membership for the end of January and expect to end around 49,500.

- The key drivers for a January total will be membership recruitment through Conference registration and our most recent rollout campaign. Rollout 36, which tests free Continuing Education, has had promising early results.

**Total Membership**

# Report of the Executive Director
# February 2014

## I.    Centennial Vision Priorities

### The Profession is Powerful and Widely Recognized

#### *Continue to Engage in Leadership Development Initiatives*

➢ The **Emerging Leaders Development Program** (ELDP) will be collaborating with Affiliated State Association Presidents (ASAP) to review and discuss results of the state survey on Emerging Leaders programs conducted by emerging leader mentee Samantha Simons.

➢ **Cultivating Your Power & Influence: The AOTA Leadership Development Program for Middle Managers**, (January 28–30, 2014). Faculty includes:

Nancy Stanford-Blair, PhD; Virginia Stoffel, PhD, OT, BCMH, FAOTA, AOTA President; Christina Metzler, Chief Public Affairs Officer; Rebecca Durham Reder, OTD, OTR/L, Cincinnati Children's Hospital, Senior Clinical Director; Shawn Phipps, PhD, MS, OTR/L, FAOTA, AOTA Board of Directors; Amy Lamb, OTD, OTR/L, FAOTA, AOTA Vice President; Chris Bluhm, CPA, CAE, AOTA COO. Maureen Freda Peterson coordinates and plans this program.

#### *Articulate the Value of the Profession*

➢ In December, stories about OT appeared in a total of **156** publications or outlets and in **38** outlets with page views of 5 million or more. We sent releases on Older Driver Safety Awareness Week (ODSAW), Selecting a Toy, Holiday Blues, and Preventing Overuse Injury with Smart Phones.

➢ **ODSAW** (66% of media hits) had more media hits this year than ever before.

- There were a total of **103** stories this month and **121** total since the campaign began.

- The biggest hits: AOL Autos story on older driver rehab; New York Times article about alternatives to giving up the keys; Deseret News story on a defensive driving class; Yahoo! Finance story on promotion of ODSAW; CBS News story explaining agencies partnering for ODSAW; Consumer Reports story on hazards for older drivers; Philadelphia Inquirer story on dangerous roads for older adults in Pennsylvania; In addition, AAA's press release which featured AOTA ran in the following top outlets: Market Watch, International Business Times, KOLD-TV in Tucson, WJRT-TV in Michigan, M-Live, USA Today, Fox News, Forbes, and PRNewswire.

- o AOTA coordinated interviews for the New York Times, Consumer Reports, and AOL Autos stories mentioned above; and the WTOP stories on driving and baby boomers (Dec. 5) and CarFit (Dec. 18).
- o See Katie's blog post for a media hits wrap up.

➤ AOTA's **Tips for Beating the Holiday Blues** (8% of media hits) had a total of **12** stories this month.

- o The biggest hit: Glamour article that shortened our tips from 11 to 9 (with permission).
- o AOTA coordinated an interview for a WSVA-Radio interview with Peggy Swarbrick (no link available).

➤ **Other** (26% of media hits), total of **40** other stories (**20** with page views of 5 million or more)

- o The biggest hits: Health Canal story on research by Thomas Jefferson University students supports OT for kids with sensory processing disorder; Atlanta Journal-Constitution feature on COTAs; Huffington Post feature on mom's quest to help daughter with sensory challenges without meds; Health Central article on MS; Richmond Times-Dispatch story on AOTA member Wendy Atkinson who is a pediatric OT who loves her job; AP story in the Huffington Post among other publications about Sen. Mark Kirk's friendship with 11-year-old who also suffered a stroke explains OT rehab; and a Deseret News story on Man who will learn to use new eye implant with the help of an OT.
- o Several big hits had a career focus (including several interviews coordinated by AOTA): Career Cast's list of the 12 best jobs in health care (OT is No. 3) landed in Reuters, M-Live, and Forbes; CNN Money story on fast-growing careers; and a Detroit Free-Press story about career forecast for health care.

➤ Twitter (@AOTAIncPR)

- o Sent **60** tweets to **3,590** followers
- o Most popular tweet this month: #OccupationalTherapy is No. 3 on @careercast's Best Health Care #Jobs list! Via @Forbes ow.ly/rsiLF (11 Retweets, Dec. 4, 2013)
- o Sent one tweet each hour during the day during ODSAW and participated in AARP's Tweet Chat. Followers increased sharply after the chat.

### *Support and Enhance State Association Advocacy Activities*

➤ State Affairs staff **redesigned the weekly state legislative and regulatory reports** provided to state associations to enhance the value of the information provided, including allowing easy access to proposal text. An additional weekly report was created to highlight important state legislative information, dates, and deadlines. The reports will also be available to members through the AOTA Web site.

➤ "**Fair co-pay" legislation is again being introduced** and considered in a number of states with the start of the 2014 legislative sessions. State Affairs staff has consulted with the Connecticut Occupational Therapy Association (ConnOTA), the New Hampshire Occupational

Therapy Association (NHOTA) and the Washington Occupational Therapy Association (WOTA) regarding proposed legislation and possible amendments to include OT.

➢ State Affairs staff provided the New Mexico Occupational Therapy Association with materials to **assist them in the execution of their "legislative day."**

*Promote the Role of Occupational Therapy in Health Care Reform, Especially Within Primary Care, Prevention, and Promotion of Mental Health*

➢ State Affairs staff worked with Communications staff to **interview several occupational therapists who are working in or have worked in primary care for an April *OT Practice* article.** In addition, a number of physicians who have worked with occupational therapists in primary care were interviewed.

➢ The **Primary Care Team met in reconstituted form to determine its action plan** for the remainder of the fiscal year. Assisting the Commission on Practice with preparing a primary care position paper, developing strategies to market the value of OT to external and internal audiences, and collecting additional information about OT practitioners working in primary care will be the focus of the Team's efforts.

➢ Members of the Primary Care Team worked with volunteer leaders to outline and begin **drafting a position paper on primary care**, which is to be completed and submitted to the Representative Assembly in February.

➢ State Affairs staff **participated in a National Academy of State Health Policy webinar** entitled *Aligning Federal and State Approaches to Integrating Primary Care and Community Resources.*

## The Profession is Science Driven and Evidence Based

*Create an Outcomes Database and Documentation Template*

➢ Staff Outcomes team is **working with Cedaron to refine the documentation templates**, including updating definitions of the various data elements to reflect the revised 3<sup>rd</sup> edition of the *Occupational Therapy Practice Framework.* The next release of the system is planned for February 2014. Cedaron will be exhibiting at AOTA conference in Baltimore and staff is discussing plans to meet with OT leaders to demonstrate the system and educate members.

*Promote Dissemination of Evidence-Based Knowledge*

➢ An **Evidence Perk** on Research Opportunities Tables: *A New Resource for Identifying Priority Research Areas* by Melissa Stutzbach was published in the December 16, 2013, issue of *OT Practice*.

➢ The following **Evidence Byte** was published in the December 17<sup>th</sup> issue of AOTA's *1 Minute Update*: **Research Opportunities Table**.

➢ **Systematic Review**

  o Authors to conduct the systematic reviews on *Occupational Therapy and Alzheimer's Disease and Related Disorders* have been selected.

➢ **Practice Guidelines**

- o ***Occupational Therapy Practice Guidelines on Adults with Neurodegenerative Diseases*** and ***Occupational Therapy Practice Guidelines on Home Modifications*** have been delivered to AOTA Press for production. The goal is to have both publications available in the Marketplace at AOTA Annual Conference in April.

  - o Practice Guideline revenue (seen in Products budget) for December 2013: **$12,763.64**

  - o Practice Guideline revenue (seen in Products budget) through January 11, 2014: **$3,135.00**

- ➢ **Evidence Exchange**

  - o Currently includes **18 CAPs posted; 28 CAPs accepted** and to be posted.

- ➢ **Research Opportunities Tables**: Using Google Drive, AOTA created online Research Opportunities Tables to provide an overview of the available evidence on interventions within the scope of occupational therapy practice. The tables can be used as a tool to guide the research community during the topic planning process. Based on systematic reviews conducted by advisory content experts and presented in the AOTA Evidence-Based Practice Guidelines, the tables are categorized into themes. Within those themes, the tables indicate that either there is sufficient evidence to support an intervention or that there are moderate, mixed, or few studies to support the intervention, which is therefore a priority research area. The following tables are posted on AOTA's website:

  - o Productive Aging

  - o Older Adults with Low Vision

  - o Early Childhood/Early Intervention

  - o Prevention, Promotion and Intervention for Children & Youth (Children's Mental Health)

  - o Children & Youth with Challenges in Sensory Processing & Sensory Integration

  - o Adults with Serious Mental Illness

In addition, the following Research Opportunities Tables were published in the January/February 2014 issue of *AJOT*:

  - o Productive Aging

  - o Older Adults with Low Vision

- ➢ The November/December 2013 issue of AJOT included the following article based on an AOTA systematic review on this topic: **Systematic Review of Occupational Therapy and Mental Health Promotion, Prevention, and Intervention for Children and Youth**

- ➢ The January/February 2014 special issue of AJOT was on the ***Effectiveness of Occupational Therapy-Related Interventions for Neurodegenerative Diseases*** and included the articles based on AOTA-sponsored systematic reviews on the topic, Strategic Partnerships and Collaborations.

## *Build Research Capacity in the Profession*

- ➢ The **AOTA/AOTF Research Focus Group Meeting** was held January 7–8, 2014, in Bethesda. Researchers from the University of Pittsburgh, Washington University, University of

Illinois at Chicago, Boston University, University of Southern California, Thomas Jefferson University, and the University of Texas Medical Brach discussed occupational therapy's capacity to access federal funding for research and training career scientists.

## II.　　Finance and Business Operations

## Finance

➤　The last steps in the **needed repairs to the building's electrical system** were completed. Foulger Pratt is working on submitting a claim.  Recovery is expected to be small due to the deductible on the boiler and machinery policy.

➤　We are in the final stages of negotiations for a **new tenant on the 10<sup>th</sup> floor**. The tenant would like to occupy in February. Tenant improvements require minor paint and carpet updates to get the suite ready. There is only approximately 2,600 square feet available for lease in the building at present. Staff is looking at options to reduce AOTA's space utilization.

➤　The **project for redevelopment of the old Exxon site continues to move forward**. The Montgomery County Parking and Planning Commission responded negatively to AOTA's recommendation that parking and trash pickup be located on the Hampden Lane side of the property. Their decision was based on guidance from the Maryland State Department of Transportation and the southern orientation of the entrance providing more sun to the building entrance and pedestrians.

➤　**AOTA is reviewing the use of security cameras in the building.** There have been several incidents of after-hours intrusions. Staff met with Montgomery County police who will talk to Tommy Joe's, the restaurant-bar next door, whose patrons appear to be the cause of the intrusions.
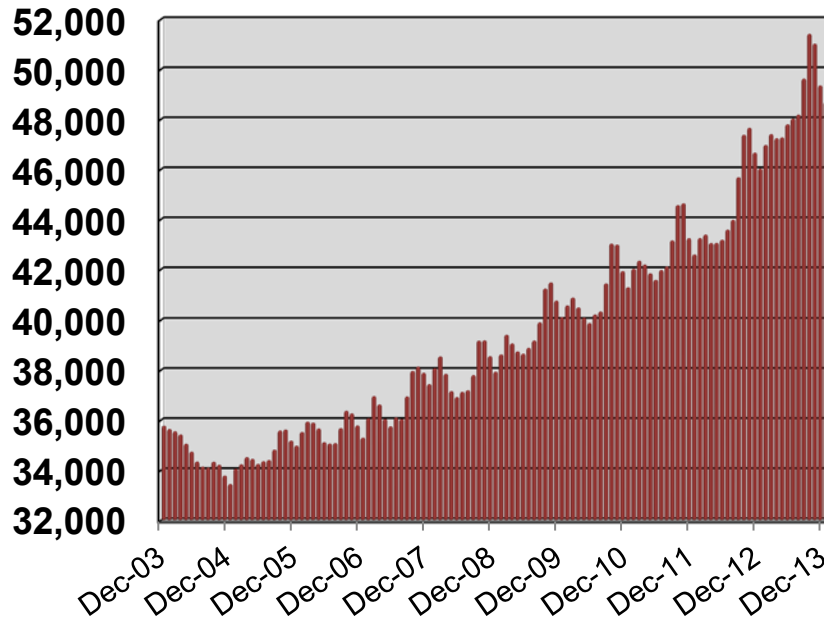
## Business Operations

*Membership*

➤　**Membership ended December at 48,691, down 693 for the month.** These results are very similar to December 2012 and other Decembers over the past several years. Through 6 months, total membership is up 652, OT membership is up 304, but student membership is only up 227. Within that student membership total, we see OT student membership growing only modestly and OTA membership dropping year-over-year.

➤　With several days left in the month, we are forecasting an uptick in membership for the end of January and expect to end around 49,500. The key drivers for a January total will be membership recruitment through Conference registration and our most recent rollout campaign. Rollout 36, which tests free Continuing Education, has had promising early results.

**Total Membership**

*Communications*

➢ ***AJOT* and Find A School continue to be the most popular pages on our website**. In December, other pages with top page views included AOTA's store (perhaps related to the store sale), Annual Conference (registration opened), About Occupational Therapy, and Continuing Education (social media was used to encourage CE sales before year's end).

➢ **We continue to migrate content from the old site.** The process has taken a while because the new IA requires strategic consideration for content organization, and staff is still going through the old site to be sure everything was moved.

➢ **Social Media**

- o **Our average monthly Facebook reach in December was the highest it has been in 2013**. The top post on Facebook in December (with the second highest reach that we have ever had) was about occupational therapy ranking of number 3 on a list of best jobs in health care.

- o **The New Practitioners group launched on OT Connections has the second most members of any group and had the most active members in December**. The group has weekly "Late Night" discussions to encourage engagement. We have recruited "social media all-stars" to monitor and populate the discussions as well as to promote the group to their peers. Join the group and check out what's going on. Its success reflects the ongoing planning, time, and commitment needed to keep online venues relevant.

- o Rebecca Argabrite Grove **started an election blog on OT Connections** last month where candidates can answer questions that were developed by staff and other leaders.

- o The social media team provided **Twitter training to the policy and advocacy staff**.

➢ To try to keep pace with our memberships' changing preferences, we began **a complete review of our member benefits.** Over the past several years, we have added or enhanced our presence in digital and social media, including the *1-Minute Update*, Facebook, *AJOT* Online, and OT Connections. Each was created to address what was seen as a specific need at a specific point in time, but now members expect immediacy and easy access in multiple format delivery (digital/mobile). To that end, we will be working to freshen up our look and feel while matching our content with the most appropriate vehicle, and repackaging content for use in various formats. Below are some of the steps staff will be implementing over the balance of the year.

➢ **Transition to one version of the *1-Minute Update* and rebrand it as *OT Practice Pulse***, a name that takes advantage of two well-known and popular AOTA brands. Expand coverage to include broader industry and workplace news. Measure success through analytics, and modify the content accordingly. Use responsive design so it can be viewed on phones and tablets. Launch on January 28.

➢ **Clean up OT Connections,** including creating a widget for a user guide on the front page and renaming some areas to make it more user-friendly. Other changes over the next few months include:

- o **Renaming "SIS Forums" "Member Forums"** because some members had the misconception that the forums were restricted to the SIS Council members.

- o **Changing the look to reflect the website** to clearly brand it as an AOTA product.

- o Being more **vigilant about deleting groups that are underused** and add clutter.

➢ ***OT Practice*** is quickly approaching its 20th anniversary. The publication started before the Internet and social media, and its only significant changes came after *OT Week* was discontinued in the mid 1990s. We experimented with digital delivery of *OT Pactice* in 2006, but the format was not well suited for the platform. Costs have been held in check, but advertising revenue has been steadily declining over the past years. Our priority is to **freshen the "look and feel"** as well as to use *OT Practice* to better leverage and integrate with our faster, more immediate communication vehicles.

*Design changes include:*

- o **Reviewing our font palette** for readability and versatility.

- o **Adding more graphics** (e.g., News section) and being more flexible with the length of articles and departments.

- o **Including more member photos** for "Practitioners in the News," departments, and features.

- o **Updating or eliminating the department header**/background graphics.

- o Creating **graphic symmetry** with the new *OT Practice Pulse.*

*Editorial changes include:*

- o **Focusing the News section on more practitioner resources** and less on AOTA-specific news. It will contain a brief summary of AOTA Alerts and direct readers to that web page.

- o **Reducing print space for references** (although authors still need to provide these with their original submissions) to free up space.

- o **Experimenting with podcasts** to draw in members who don't want to get their information only through print.

➢ With the growth of social media including Twitter, Facebook, and LinkedIn, **the website** is no longer our quickest method of communication, nor does it promote engagement. The priority is now for the site to be the repository and our most convenient official documents and news. Plans include:

- o **Adding related information to our top-viewed pages**. For example, Find a School will have a link to membership, and *AJOT* will have a link to Exam Prep.

- o Continuing to **improve the search** functions.

- o Creating an **AOTA Alerts section** with items related to AOTA business, such as elections, document reviews, and calls for volunteers. We will link to this page from all our vehicles and have a monthly electronic e newsletter, *AOTA Alerts,* which provides more detail. This addresses member concerns that they do not always know what to pay attention to or where to find information on how to provide feedback or get involved. [See it here](). **Once a month, all members will receive *AOTA Alerts* by email**, which will highlight the AOTA-specific information, in case members do not see it earlier or have not been to the web page. Launch on February 4. ***AOTA Alerts* will NOT replace promoting items that benefit our members**, such as conferences, CE, new resources, new products, etc.

### *AOTA Press*

➢ The Press, which includes books, consumer guides, practice guidelines, as well as the new NBCOT Test Prep Program, is **striving to break the $2M mark for the first time ever**. Year to date, AOTA Press revenue is at $1M ($58,000 ahead of last year).

➢ **Along with meeting budget goals, the Press is working toward digital sales, including print-on-demand services and working with IT for a new AOTA web store**. The growth of Amazon as a distributor, which now sells 40% of our texts, is a challenge to our profitability and a primary reason we need to make the shopping and purchasing experience at AOTA.org more user friendly. New releases this year are listed below, and as usual, we will be releasing several new titles at Annual Conference.

- o *The Reference Manual of the Official Documents of the American Occupational Therapy Association, 18th Edition*, by American Occupational Therapy Association

- o *Best Practices for Occupational Therapy in Schools*, edited by Gloria Frolek Clark, PhD, OTR/L, BCP, FAOTA, and Barbara E. Chandler, PhD, OTR/L, FAOTA

- o *Handbook of Pediatric Constraint-Induced Movement Therapy (CIMT): A Guide for Occupational Therapy and Health Care Clinicians, Researchers, and Educators*, edited by Sharon Landesman Ramey, PhD; Patty Coker-Bolt, PhD, OTR/L; and Stephanie C. DeLuca, PhD

- o *Infant and Child Feeding and Swallowing: Occupational Therapy Assessment and Intervention*, by Sherna Marcus, BScOT, and Suzanne Breton, MA, BScOT

- o *Upper Extremity Task-Specific Training After Stroke or Disability*, by Catherine E. Lang, PhD, PT, and Rebecca L. Birkenmeier, OTD, OTR/L

➢ *AJOT* **Migration** to new online platform

- o **The migration of *AJOT* from HighWire to Silverchair Information Systems (platform for AOTA's NBCOT Exam Prep) is on schedule**, and the new journal site is expected to go live in late March or early April. The migration will provide a much-improved search capability (based on semantic tagging rather than manually applied key words), an intuitive site redesign, integration of Google AdSense for advertising, mobile capabilities, and article pay-per-view.

- o **Nearly 6,600 articles have been recoded and tested** and are being uploaded to the new site.

- o **Continuous publishing, in which articles are typeset, finalized, and posted immediately upon approval for publication, will begin with the January/February 2015 issue** (in production in mid-2014), slicing time from manuscript submission to publication from 1.5 years to 6 months. In addition, the *AJOT* site will feature connections to the AOTA Evidence-Based Practice Project and AOTA's NBCOT Exam Prep, as well as will provide future opportunities to connect to AOTA Press's digital textbooks and other association content.

➢ **AOTA's NBCOT Exam Prep**

- o **As of this writing, total sales of NBCOT Exam Prep are ahead of budget and approaching 1,000 units sold since its rollout in October**. We're thrilled with our progress with the OT test product and will continue to work on expanding sales. We expect to exceed our first-year budget goals by the end of February.

- o **We have received our first institutional orders for each product**, and we are working on marketing programs directed at Fieldwork Coordinators to push individual purchases and to Program Directors for group classroom purchases.

## *Corporate Relations*

➢ Sponsorship of the *1-Minute Update* (rebranded as *OT Practice Pulse*) and web button advertising has been very strong. The *1-Minute* update is sold out for the fiscal year, and new buttons have been added in several locations on the website. **Revenue for the *1-Minute Update* and buttons on the web site is at $74,969 with a budget of $65,000 (115.34% of budget).**

➢ **Exhibit sales for Baltimore continue to be moderate**. We are close to budget goals, but not quite there yet. The marketing campaign is ongoing.

➢ Through the end of December, **list rental revenue is at $79,861 with a budget of $66,000 (121.0% of budget).**

➢ The December and January issues of *OT Practice* had revenue of $54,542 with a budget of $70,000 (**22.1%** under budget). **Through January 15, 2014, *OT Practice* revenue is $244,612.88 with a budget of $280,000 (87.36% of budget).**

➢ December OTJobLink revenue continued to struggle, reaching $18,152 with a budget of $39,000 (**46.54%** of budget). Through the end of December, **OTJobLink revenue is $182,453 with a budget of $234,000 (77.97% of budget).** In addition to spending constraints, extensive

competition, and the uncertainty of implications of new laws/reimbursement, OTJobLink was also impacted by changes to our website. Converting the main OTJobLink page, updates to our content, and weekend unavailability due to maintenance all affect the performance of the Career site.

## III.     Strategic Partnerships and Collaboration

### Mental Health

➢ In January, AOTA **Federal Affairs staff will attend the annual organizational meeting for the Mental Health Liaison Group** as well as a separate meeting being convened to discuss a comprehensive yet controversial bill introduced in the House by Rep. Tim Murphy—Helping Families in Mental Health Crisis Act of 2013 (HR 3717).

### Research

➢ **Patient-Centered Outcomes Research Institute (PCORI):** AOTA Research Director applied to be a PCORI ambassador on behalf of AOTA and to serve on an advisory panel. Research Director sent a letter of support to Catherine Lang, PhD, PT, for her PCORI application, "Using patient-centered outcomes to assess the value of post-acute stroke services (PT, OT, Speech, Neurology)." PCORI information was disseminated in the AOTA Research News e-newsletter (.

➢ **National Center for Medical Rehabilitation Research (NCMRR):** Staff will be submitting applications from occupational therapy researchers to NCMRR for the Director's search committee. NCMRR will be reorganized in FY2014–2015 and will have a greater role in coordinating rehabilitation research and less independent granting authority. Funding for rehabilitation research training (e.g., OT/PT K12 career development grants) is expected to continue.

➢ **National Eye Institute (NEI):** As a result of comments by AOTA, members (Mary Warren, Kim Schoessow) and others, the National Eye Institute's Research Agenda now includes low vision as a research priority.

➢ **National Institute of Arthritis and Musculoskeletal and Skin Diseases (NIAMS):** AOTA submitted comments to the National Institute of Arthritis and Musculoskeletal and Skin Diseases about their Long-Range Plan (2010–2014).

➢ **Interagency Autism Coordinating Committee (IACC) of NIH:** AOTA staff attended the IACC Full Committee Meeting on January 14. Dr. Thomas Insel, Chair of the IACC, stated that more common data elements and unified measures are needed in future studies so that meta-analyses and systematic reviews can be more informative.

➢ **National Institute on Disability and Rehabilitation Research (NIDRR):** AOTA is advocating for the nomination of Craig Velozo, PhD, OTR, to serve on NIDRR's new Rehabilitation Research Advisory Council.

## IV.     Professional Issues and Programs

### Conferences

➢ **2014 AOTA/NBCOT National Student Conclave** (St. Louis, MO: November 14–15)

> ➢ **2014 Annual ATIA Conference** (Orlando, FL:  January 29)

As of January 14, 29 individuals have signed up for the 2 pre-Conferences seminars that AOTA is sponsoring.

> ➢ **2014 Annual AOTA Conference & Expo** (Baltimore, MD: April 3–6). Registration and

housing opened December 12th. Currently 29% of the block is sold.

> ➢ **2013 AOTA Specialty Conference: Adults with Stroke** (Las Vegas, NV: December 6–

7). Final registration: 224 paid; $78,665 revenue; Final housing numbers: 454 total room nights were sold (98% of the total block).

> ➢ **2014 Specialty Conference on Documentation** (Alexandria, VA: September 12–13,

2014). Program is being developed.

> ➢ **2014 Specialty Conference for Productive Aging** (Charlotte, NC: December 5–6).

Program being developed.

> ➢ **2014/2015 Specialty Conference: Adults with Stroke.** Will be looking at repeating in

ether October 2014 or January 2015 in the middle part of the country.

## Continuing Education (CE)

### *Revenue Summary*

> ➢ **Monthly CE product revenue** for December 2013 = $53,866

> ➢ **YTD CE product revenue** at the end of December 2013 = $254,093

>> o 28% ($100,258) below anticipated YTD revenue goal of $354,351

>> o Expenses are in line with actual revenue, and thus running below budget.

> ➢ **Total annual budgeted CE revenue goal** = $708,702

### *Revenue Analysis*

> ➢ **CE revenue in December attained 91% of the monthly goal**. The most likely

contributing factors for achieving increased CE revenue this month are: (a) end of the year product sale (20% off); (b) timing—the need for OT practitioners to complete CE required for licensure.

> ➢ At midyear, revenue is below budgeted goal (as indicated above). **It is anticipated that**

**through increased marketing efforts and the addition of new products, revenue will increase** throughout the third and fourth quarters of the fiscal year.

### *Program Analysis*

> ➢ **AOTA Learn (LMS) continues to demonstrate steady growth and customer**

**satisfaction**. The site currently has more than 14,400 users. Members have responded very positively to AOTA Learn and to our courses (high satisfaction ratings). The LMS is providing opportunities to develop and deliver new types of content responsive to customer needs.

> ➢ **New products are positioned to increase revenue**. We anticipate releasing 15 new

courses before conference. Increased revenue is projected for third and fourth quarters of FY14 based on successful marketing and sales for new products.

> ➢ **Fiscal Year 2014 Monthly Data**:

- July 2013 = $45,843
- August 2013 = $41,061
- September 2013 = $40,227
- October 2013 = $39,602
- November 2013 = $37,558
- December 2013 = $53,866

## *New Product Releases*

➢ In December, new product releases included the online course: *Occupational Therapy's Contribution to Early Identification of the Needs of Young Children Using a Family-Centered Approach (module 1)* and the CE article *Complementary Sensory-Based Interventions in Occupational Therapy Using a Sensory Integration Approach*. Most products remain on target for a timely release. **We anticipate the release of approximately 15 new products/courses by conference.**

**Products released in FY14 include:**
- Webcast: 2013 Annual Conference and Expo—Eleanor Clarke Slagle Lecture—A Fork in the Road: An Occupational Hazard?
- Webcast: 2013 Annual Conference and Expo—Inaugural Presidential Address—From Heartfelt Leadership to Compassionate Care *(free)*
- Webcast: 2013 Annual Conference and Expo—Farewell Presidential Address—As Viewed From Above: Connectivity and Diversity in Fulfilling Occupational Therapy's Centennial Vision *(free)*
- Online Course: Bullying Prevention and Friendship Promotion: Occupational Therapy's Role in School Settings *(free)*
- Online Course: Low Vision, 2nd Edition
- Online Course: Early Identification, Module 1
- CE Article: Adults With Developmental and Intellectual Disabilities
- CE Article: Providing Self-Management Support to People Living With Chronic Conditions
- CE Article: Journey of Leadership: Steps for a Meaningful Career
- CE Article: Positive Behavior Interventions and Supports: A Role for Occupational Therapy in Schools
- CE Article: Complementary Sensory-Based Interventions in Occupational Therapy Using a Sensory Integration Approach

## *Top Sellers for October*

➢ Online: Sensory Processing Concepts

➢ Webcast: 2013 Annual Conference Slagle Lecture by Dr. Glen Gillen: A Fork in the Road: An Occupational Hazard?

- SPCC: Occupational Therapy and Home Modifications
- CEonCD: Sensory Processing Concepts
- CE Article: CEA1113 Positive Behavior Interventions and Supports: A Role for Occupational Therapy in Schools

## Approved Provider Program

- **The APP revenue through December 31, 2013, was $157,860.00 or 88.50% of FY budget** projection. Annual fees due in October continue to come in and accrue late fees. Additional revenue is also due to institution of a new stratified annual fee structure (based on provider size and number of learners).

- **The full APP application, website information, and reviewer form have been revised.** The new application launched in late December. New applicants will have the option of using the previous application or the new application until February 28, 2014, when the new application form will be required.

- All APP reviewers will be trained in the new application changes, **which strengthen the role of the OT Consultant and relevance to OT,** among other changes that clarify requirements of the program.

- The **number of full providers has dropped from 269 to 267**. This is a function of providers who have not been compliant with annual fee payment, or who have withdrawn from the program due to low OT registrations, increased costs, or no longer offering CE.

## Education

### *Voluntary Fieldwork Educators Workshop*

- **Fifteen workshops have been completed** this fiscal year, with 367 certificates awarded, meeting budgeted targets.

### *Self-Study Preparation Workshops*

- **Thirty seven members attended the fall workshop**. Thirty one members are registered for the workshop scheduled for February 2014 in Alexandria, VA.

### *Centralized Application Service*

- The OTCAS Quarterly Fee Analysis Report for the 2014 Cycle: **As of December 31, 2013, the net payment to AOTA was $384,411.** In December 2012 the payment was $191,732. There are **60% of the graduate programs currently participating** in the OTCAS system.

### *AOTA Residency Program*

- Two of the five pilot programs have completed the recognition process. The final three programs will complete the process this year. **The five pilot programs will be participating in a workshop at the 2014 AOTA Conference** to launch the next phase of the program.

### *Academic Leadership Initiative*

- AOTA is **recruiting an author for the development of the course content for the academic leadership intuitive**. The program is scheduled to be launched in 2015.

## Accreditation

|  | Accredited | Candidate | Applicant | Total |
|---|---|---|---|---|
| *OT* | | | | |
| **Master's Programs** | 146 | 10 | 10 | 165 |
| **Doctoral Programs** | 5 | 6 | 8 | 19 |
| **Master's Additional Locations** | 10 | 2 | 1 | 13 |
| **Doctoral Additional Locations** | 0 | 0 | 0 | 0 |
| **Total OT Locations** | 161 | 18 | 19 | **197** |
| | | | | |
| *OTA* | | | | |
| **Programs** | 175 | 19 | 26 | 220 |
| **Additional Locations** | 26 | 2 | 1 | 29 |
| **Total OTA Locations** | 201 | 21 | 27 | **249** |
| | | | | |
| *Totals* | | | | |
| **Programs** | 326 | 35 | 44 | 404 |
| **Additional Locations** | 36 | 4 | 2 | 42 |
| **Total Locations** | 362 | 39 | 46 | **446** |
| | | | | |
| **In September 2007, there were 5 doctoral, 142 master's and 128 OTA programs (274 programs) and NO applicant or candidate programs.** | | | | |

## Research

➢ **Dissemination of Research Resources**: AOTA created and disseminated an inaugural issue (December, 2013) of the AOTA Research e-newsletter to 2013 Scientists' Summit participants. We also sent a research e-mail to this same group in January 2014, with research resources such as the free online course, Optimizing the Practice of Research Mentoring, offered by the University of Minnesota. Staff also wrote a Research Update column for *OT Practice*, and disseminated information by blog and Twitter.

➢ AOTA staff **attended the National Quality Forum's Long-term Care/Post-Acute Care Working Group's meeting** on December 10, 2013, and met with AOTA's representative to this group, Pam Roberts, PhD, OTR, prior to the meeting to review measures and concerns.

**Staff drafted six priority areas for AOTA's quality strategy**, which are aligned with the National Quality Strategy's triple aims and six priorities. The team will brief the AOTA Board of Directors at their February 2014 meeting.

## V.    Governance Support & Staff Liaisons

## International Ad Hoc Committee

➢ There have been 2 conference calls. During the first, Anne Cronin (Chairperson) led the group in discussing possible ways in which to accomplish the goals. She presented history and context as a foundation for the work. During the second call the group developed questions for an electronic survey to be sent to those with solid international experience for their perspectives.

## Centennial Vision Commission

➢ VP Amy Lamb led a conference call meeting on January 13; Cambey Mikush, Amy's Emerging Leader, joined the call. Members of the Commission shared activities & projects related to the Centennial Vision. More detail will be in the February Vice President's report to the Board.

## Commission on Practice (COP)

### *Official Documents*

➢ The revised *3rd edition of the Occupational Therapy Practice Framework* **was approved** by the RA during their December 2013 online meeting.

➢ Occupational Therapy Practice Framework, 2nd edition revenue (seen in Products budget) for **December 2013: $6,645.73**

➢ COP chair Debbie Amini will be serving as the COP coordinator on the position paper to address **occupational therapy's role in primary care.** The motion for this document was proposed by President Stoffel and forwarded to the Representative Assembly Coordinating Committee (RACC) in the fall of 2013.

### *Practice Perks*

➢ The following Practice Perk was published in the December 16, 2013, issue of *OT Practice*: **"Receiving Referrals for Evaluating Clients for Driving Safety"** (Diane Davis and Donna Colaianni).

## Representative Assembly (RA)

➢ **The RA held its fall meeting online December 9–16, 2013**. A motion to adopt the third edition of the *Occupational Therapy Practice Framework* was passed, as was a consent agenda including updated SOPs for the EC and RA as well as revised Job Descriptions for the RA speaker, vice speaker, consumer member, recorder, and sergeant at arms.

➢ **A "Rep Prep" conference call** with PowerPoint, "On Top of Your Game: Promoting High Performance" was held by the Vice Speaker on January 14 for RA members to review the mentoring process and goals.

## Volunteer Leadership Development Committee (VLDC)

➢ Jennifer Dessoye, OTD, was appointed by Kim Hartmann, PhD, MHS, OTR/L, FAOTA, as the **interim AMSIS Chairperson** (January 1–June 30, 2014).

➢ **Elections are open from January 7 to February 11**, **2014**. As of January 14, 231 members have voted. E-mail blasts from President Ginny Stoffel to the membership are scheduled for January 15th and 30th. An AOTA Elections 2014 blog was created with questions of interest to the profession to which candidates may respond. Twenty five posts have been made (6 on leadership development, 5 on research, 5 on evidence-based practice, 5 on primary care, 4 on general/professional issues) by a total of six candidates.

➢ **Sub-committees of the VLDC are reviewing and revising the nominations and election process and criteria for all Association awards,** with monthly meetings scheduled to review recommendations as an entire committee.

➢ **VLDC Chairperson is collaborating with Chairpersons of various leadership groups** in the Association (e.g., RA, SISC, Program Directors) to determine leadership development needs and extend an offer to educate and promote VLDC's role and purpose at upcoming meetings to be held in Baltimore.

## Bylaws, Policies, and Procedures Committee (BPPC)

➢ BPPC held a face to face meeting January 10–11, 2014, to continue to review and revise documents. **The following documents have been recommended for placement on the Consent Agenda of the Spring RA Meeting:**

  o Representative Job Description (JD)

  o OTA Representative/Representative-Elect JD

  o Credentials Review and Accountability Committee (CRAC) Standard Operating Procedure (SOP)

  o Agenda Committee SOP

  o Representative Assembly Leadership Committee (RALC) SOP

  o Commission on Continuing Competence and Professional Development (CCCPD) SOP

  o Board and Specialty Certification (BASC) SOP

  o Representative Assembly Coordinating Council (RACC) SOP

  o Commission on Practice (COP) SOP

  o Commission on Education (COE) SOP

➢ **The following documents will be sent to the Board for approval**

  o Administrative SOP

  o Finance and Audit Committee SOP

  o Occupational Therapy Academic Leadership Council (OT-ALC) SOP

  o Occupational Therapy Assistant Academic Leadership Council (OTA-ALC) SOP

o   Assembly of Student Delegates (ASD) SOP.

## Diversity and Cultural Competence

➢   AOTA staff met via conference call with Patrick Bloom, the Board designee championing implementation of the Diversity Ad Hoc Report Recommendations to discuss tracking and implementing progress as well as communication with the Multicultural Diversity and Inclusion (MDI) Network groups. **Patrick and staff liaison Karen Smith will meet quarterly with the MDI via conference call and face to face at AOTA Annual Conference** regarding MDI interest in addressing some of the desired outcomes/activities in the recommendations as well as other related issues. The next scheduled call is January 16, 2014.

## Ethics Commission

➢   **Two new ethics advisory opinions have been published** on the AOTA website: *Ethical Considerations for Productivity, Reimbursement, and Billing* and *Promoting Ethically Sound Practices in Occupational Therapy Fieldwork Education*.

➢   **The Ethics Commission took action on nine cases** in compliance with the *Enforcement Procedures for the Occupational Therapy Code of Ethics*.

## Special Interest Sections

➢   SIS Staff liaison and Special Interest Section Council chair and chair-elect **oriented newly appointed AMSIS chairperson who will serve in an interim capacity until June 30, 2014**, after which the newly elected AMSIS chairperson will begin a full 3-year term with a new committee.

## Commission on Continuing Competence and Professional Development (CCCPD) & Board for Advanced and Specialty Certification (BASC)

➢   The **CCCPD has begun work on revisions to two official documents**: *Guidelines for Continuing Competence* and *Guidelines for Reentry into the Field of Occupational Therapy*. They have also begun discussions for updating the Professional Development Tool (PDT).

➢   **For the December 11, 2013, deadline, we received 12 applications**: 1 BCMH (panel member), 1 BCP, 1 BCPR, 1 SCEM (panel member), 5 SCLV, and 3 SCSS (1 panel member). After the deadline, we received and accepted 2 additional applications (BCPR, SCSS) from panel members.

➢   **Information about all certifications is on the website; however, the application for Gerontology has been delayed until later in January**. The tasks needed to complete Gerontology and get it live include finalizing the references, finalizing the examples, and doing the final upload to the website.

➢   **The Feeding, Eating, Swallowing panel that began its work in December continues to move forward** and is targeting completion before Conference.

➢   Using a link that was sent in a message on November 27, 2013, **prior to applications being posted on the AOTA website, 321 applications have been downloaded**. We currently have only a voluntary system for people to identify that they have downloaded applications, and through that system, **64 people have confirmed download**.

## World Federation of Occupational Therapists (WFOT)

➢ As of December 31, 2013, there were 2,655 WFOT members, of which 2,039 are individual members and 616 are students. This represents a **9.7% increase of individual members and a 13.7% increase of student members** since January 1, 2013.

## Fieldwork Students and Volunteers at AOTA

➢ Danielle Centi is an entry level doctoral student from University of the Sciences in Philadelphia. She started with AOTA on January 6 and will be full time through May 2. Her **primary efforts will be to support the Residency Program and the CCCPD revisions to the PDT**.

➢ An **OTD student from USC will be completing a Level I Fieldwork** at AOTA in early March and a **volunteer from American University** will start in late January

## Assembly of Student Delegates (ASD) Steering Committee

➢ **ASD's proposed revisions to ASD bylaws were submitted to BPPC**. ASD SC is inviting speakers for their 2014 annual meeting at conference.

## Program Directors and Academic Fieldwork Coordinators

➢ **The spring 2014 meeting of the Program Directors Council will be hosted by AOTA prior to the AOTA Conference in Baltimore** in the spring. The meeting will focus on (1) diversity in the student population; (2) reauthorization of the higher education act; (3) entry-level.

## Commission on Education (COE)

➢ **The Commission has implemented task groups** to address the following projects: (1) fieldwork performance evaluations revisions; (2) establishing competencies for fieldwork; (3) disseminating the Research Agenda for Education; and (4) studying post-professional OTD.

## Affiliated State Association Presidents (ASAP)

➢ State Affairs staff held two conference calls with the ASAP Steering Committee. Ideas related to the development of "emerging leaders" programs at the state level were discussed. In addition, preparations for the ASAP meeting at AOTA's annual conference have begun.

## VI.    Advocacy and Public Affairs

➢ **Josh Veverka has joined AOTA as State Policy Analyst**. In this capacity, Josh will be focused on state licensure and scope of practice issues and will be working closely with state OT association leaders. Josh gained extensive experience monitoring state legislative issues working for Stateside Associates, a leading state government relations consulting firm in Arlington, Virginia. At Stateside Associates he directed the legislative monitoring program for numerous corporations and trade associations. Prior to directing the program, Josh was responsible for issue management, direct monitoring, and research for similar clients and issues and also managed Stateside's local government program in more than 4,000 local jurisdictions. He is an expert in legislative processes and functions.

➤ **Jeremy R. Furniss joined the AOTA Public Affairs group as the Coding & Payment Specialist**, assisting with CPT coding initiatives and efforts with the AMA. He is an OT from the District of Columbia and has worked with several companies. He is completing his PhD in Health Systems Research.

## Medicare

### *Therapy Cap*

➤ **Momentum in Congress for reforming the Medicare provider payment system gained considerable traction in December**, as both the Senate Finance and House Ways & Means Committees approved versions of the legislation in bipartisan fashion. Throughout the debate, AOTA worked very closely with lawmakers to reinforce the case for including therapy cap repeal in the legislation and to assure fair payment for therapy services.

While legislation in the House of Representatives has, thus far, remained silent on therapy, **House leadership has indicated to AOTA privately and publicly, their intention to address the therapy cap ahead of full House consideration**. AOTA remains in close contact with the key Committees and has continued to provide feedback on the supplemental therapy section they are considering for inclusion.

AOTA efforts throughout the fall and winter were not in vain, as **Senate action produced a more comprehensive bill that does, in fact, include a full repeal of the cap as well as a number of significant reforms to therapy under Medicare.** Throughout the month of December, AOTA remained in constant contact with the Senate Finance Committee ahead of its scheduled markup. We engaged in a consistent exchange of ideas on aspects of therapy and reimbursement policy, offered constructive feedback on policy options under consideration by the committee, drafted legislative language, provided immediate feedback and rewrites of the committee's legislation for clarifying purposes, and offered policy improvements where we observed weakness or potential for harmful advances against the profession.

**AOTA efforts and advocacy were well represented in the Senate Finance-approved legislation** that would repeal the cap, sunset the problematic Manual Medical Review (MMR) process before 2015, and replace it with a prior authorization process established to target outliers like aberrant billers, providers with high claim denials, and others.

**AOTA's influence on the legislation** was also prominently evidenced by the inclusion of limitations of daily activities of living and participation and functional status as two of the six standard data elements identified for reporting in the new comprehensive data collection system.

While AOTA is encouraged that much of our input and discussion with the Senate Finance Committee is represented in the legislation unveiled on December 19th, **we remain diligent in our efforts to refine and strengthen provisions impacting our membership ahead of full Senate consideration.** Likewise, as the House of Representatives moves forward on a parallel track, **we are engaging our champions as a means of maintaining pressure on leadership to include therapy cap repeal language in the final bill**.

➤ Congressional action ahead of the new year provided temporary relief against looming SGR cuts and kept a vital pathway to care open for many thousands of Medicare beneficiaries by extending the therapy exceptions process. AOTA worked hard behind the scenes to ensure both policies were extended. In particular, **AOTA's voice was critical to extending the exceptions**

**process, as many lawmakers were under the impression that patients would not reach the cap in the short time they planned on extending the SGR policy.** AOTA dispelled them of that notion and were successful in helping the exceptions process be extended through March 31st. The short-term nature of the extension was crafted, purposefully, to serve as a mechanism for avoiding any loss in momentum for the broader SGR reform effort and as a means to compel action before the March 31st expiration.

➢ Regulatory Affairs staff coordinated with Federal Affairs and corresponded regularly with other professional and industry organizations, as well as high-level Centers for Medicare & Medicaid Services (CMS) staff, to **address problems encountered by members related to MMR for outpatient therapy claims over $3,700 and corresponding Advance Beneficiary Notice of Nonpayment (ABN) procedures**. Staff holds regular calls each month with key CMS staff on issues related to the therapy cap and MMR implementation.

### *Medicare Physician Fee Schedule*

➢ The Medicare Physician Fee Schedule final rule for CY 2014 was released in the Federal Register on December 10, 2013. **Regulatory Affairs staff finalized and published an analysis of the rule** on the AOTA website in December, and a Capital Briefing article on the rule was written and distributed via *OT Practice* in January. The final rule, among other things, announced the cap figure for 2014, permanently extended the therapy cap and concomitant policies to Critical Access Hospitals (CAHs) and, over AOTA objection, made no changes to G-code reporting, manual medical review procedures, or the multiple procedure payment reduction policy.

**Staff attended a CMS briefing on the 2014 final rule** in Washington, DC on January 14.

### *Jimmo & Maintenance Therapy*

➢ Regulatory Affairs staff participated in a CMS National Provider Call regarding the *Jimmo v. Sebelius* settlement agreement and consequent revisions to the Medicare manuals regarding maintenance therapy. *Jimmo* urged CMS to assure that need for improvement did not limit access to skilled services required for patients to maintain and limit Transmittal 176 (December 13) was initially released, but was replaced by Transmittal 179 (January 14) to correct erroneous statements about the involvement of occupational therapy assistants in the provision of therapy. **Staff continue to spend time analyzing the Manual changes and its impact on occupational therapy practice, and communicate changes to members and member groups**.

### *Quality*

➢ Regulatory Affairs staff continue to monitor and review calls for comment regarding quality-related matters and measures. Staff also established a **new blog/forum on OT Connections entitled [Quality & Outcomes Opportunities](#)** that enables members to get involved with calls for comments and opportunities to self-nominate in the quality and outcomes arena.

➢ Regulatory Affairs staff, in conjunction with the Quality Team, participated in and **provided support to AOTA representative Pam Roberts** for the National Quality Forum (NQF) Measure Applications Partnership (MAP) Post-Acute Care/Long-Term Care (PAC/LTC)

Workgroup meeting on December 10 in Washington, DC. Roberts' selection was a victory following AOTA's work with the NQF over the past several years.

➢ New regulations governing the Physician Quality Reporting System (PQRS) for CY 2014 were finalized as part of the fee schedule final rule on December 10. **CMS is expanding reporting requirements for occupational therapists in private practice from 3 measures for 90% of applicable patients to 9 measures for 50% of applicable patients, among other rules.** An analysis of the new rules was posted to the AOTA Web site. In addition AOTA's deliberate and consistent advocacy resulted in revision of Measure 182 on functional outcome assessment to assure that occupational therapists can report this.

**Staff created an online "AOTA Guide to PQRS" for members**, which went live in January. Staff also attended a CMS Quality Briefing in Alexandria, VA, on January 8.

### *Hospital Inpatient and Skilled Nursing Facilities*

➢ CMS continues to host conference calls regarding **"Hospital Inpatient Admission Order and Certification; Two Midnight Benchmark for Inpatient Hospital Admissions."** The calls clarify CMS' two midnight benchmark, Part B inpatient billing, and address the use of observation status sometimes preventing access to Medicare Part A SNF stays. CMS emphasized that the physician must determine whether services require a hospital level of care and for how long those medically necessary services will be required. The physician must document his or her rationale for why the patient meets medical necessity requirements. If the physician expects that the patient will require at least two midnights in the hospital, then inpatient admission is appropriate. If it is unclear in the beginning, then it is appropriate to keep the patient under observation status. After one midnight, they may decide whether to admit or not.

➢ **Regulatory Affairs staff participated in several conference calls with the National Association of Rehabilitation Agencies (NARA)**, including the SNF Work Group and the Acute Care Work Group.

## Healthcare Reform & Other Health Care (not Medicare-Related)

### *Health Care Reform Implementation at the State Level*

➢ Staff have continued to post to **AOTA's Health Care Reform blog** on OT Connections, with 10 new posts in the past month.

➢ **Staff have begun recruiting OT educators and clinicians to develop a workgroup on habilitation** to assist policy staff with its outreach and education efforts for OT practitioners and consumers.

➢ Staff **assisted the Occupational Therapy Association of Colorado (OTAC) with drafting a letter to the Insurance Commissioner to raise issues about the apparent noncompliance of certain health plans with the essential health benefit** requirements of the Affordable Care Act. Staff will continue to assist in this advocacy effort, including another letter to the state's health insurance marketplace administrators.

➢ **Staff recorded a webinar discussing a variety of health care reform issues** in an attempt to place them in context and dispel some of the misinformation that is circulating in the media and elsewhere. The webinar is available for download on AOTA's Web site.

➢ Staff participated in **two conference calls with the Coalition for Patients' Rights, which has largely focused on issues related to the state implementation of the Affordable Care Act**. In addition, staff attended the Consortium for Citizens with Disabilities Health Task Force meeting where health care reform implementation also remains a focus.

➢ **AOTA signed a "friendship" agreement with the National Disability Navigator Resource Collaborative (NDNRC)** that enables us to cross-promote resources designed to assist people with disabilities as they navigate the evolving health care system.

➢ **Staff attended an Alliance for Health Reform briefing** entitled *Intellectual and Development Disabilities in the ACA Era*.

### *Mental Health*

➢ Shortly before the Holiday break, **Sen. Mark Begich of Alaska introduced the Occupational Therapy in Mental Health Act (S. 1815).** Senate introduction has been a long-term goal of AOTA Federal Affairs. Efforts are underway to gain additional cosponsors of this bill with particular focus on gaining Republican support in both the House and the Senate as currently support for the bill is 100% from Democrats. Additionally, **the House may be considering a Mental Health bill introduced by Rep. Tim Murphy: Helping Families in Mental Health Crisis Act of 2013 (HR 3717). This bill is controversial** in the mental health community. AOTA Federal Affairs staff are closely monitoring and participating in conversations regarding this bill within the mental health community and with Congressional staff, and looking for opportunities and ways to have the Occupational Therapy in Mental Health Act included in the bill, should it move forward in the House.

➢ There are **significant opportunities for occupational therapy in the recently passed funding bill,** which included significant new investments in the area of mental health. Much of this spending is on the President's "Now is the Time" initiative. Of particular interest is **$35 million for behavioral health workforce training** and a **$47 million increase to state mental health block grants** to be used to identify and treat early psychosis. In late September, AOTA President Ginny Stoffel met with the Director of Mental Health at SAMHSA to specifically discuss OT's inclusion in these two programs, should they receive funding. The final bill language requires that the Early Psychosis programs be evidence based, and SAMSHA will most likely provide guidance to states regarding which programs meet this criterion. Several evidence-based early psychosis programs (that will most likely qualify for this funding under SAMSHA guidelines) utilize occupational therapy. The final bill language for the workforce training funds was less friendly to inclusion of occupational therapy, as it states: "Eligible entities for the Mental and Behavioral Health Education and Training Grant program shall include accredited programs that train master's level social workers, psychologists, marriage and family therapists, psychology doctoral interns, as well as behavioral health paraprofessionals." The Administrator is directed to ensure that the funding opportunities are distributed relatively equally amongst the aforementioned health professionals." However we will continue to seek funding opportunities for occupational therapy mental health training, under these newly designated funds.

➢ Two other newly-funded programs in the bill that are of interest include **$50 million for the Primary Care Behavioral Health Initiative, which seeks to integrate primary care and behavioral health, and $20 million for the Healthy Transitions Initiative.** AOTA will carefully monitor the implementation of all of these new programs and advocate for the inclusion of occupational therapy in their implantation through direct advocacy and support from

Congressional offices. We will also work on an outreach program to both OT practitioners and the mental health community. Currently we are working to arrange a meeting between President Stoffel and the Director of the National Council on Behavioral Health (NCBH) as well as participation in the annual NCBH conference in May.

## *Telehealth*

➢ AOTA's Federal and State Affairs staff **continued to talk with those Congressional offices most associated with trying to advance a telehealth agenda.** Outreach to telehealth advocates and stakeholders has been made. Federal and State staff will be meeting with the prominent telehealth advocacy organizations in January to continue compiling background and insight to help inform AOTA's planning in this policy arena.

## *Research*

➢ AOTA is continuing to **participate in efforts to promote rehabilitation research within NIH**, focusing on efforts to enhance the status and visibility of the NCMRR. Legislation has been put forward by Senators Mark Kirk (R-IL) and Tim Johnson (D-SD) that AOTA is supporting.

## *Veterans and Military*

➢ New staff will be tasked to **begin focus on Veterans and Military contacts** on Capitol Hill.

## *Other Legislation*

➢ The House and the Senate continue to hold **hearings in advance of possible reauthorization of the Higher Education Act.** AOTA Federal Affairs continues to monitor these hearings, in consultation with other AOTA staff. The majority of these hearings have focused on issues surrounding innovation in Higher Education, such as distance learning.

➢ **FY 2013 Appropriations**: In January Congress passed a budget to fund the federal government through the end of FY 2013. This is the first time in several years that Congress has directed how federal dollars will be spent across all agencies. This bill restores the majority of cuts implemented by sequestration. K-12 education and the majority of federal research programs are funded at levels slightly below 2012 and early 2013 funding levels. Pre-school education and mental health received significant new investments (see mental health section for more details on new mental health programs.)

## *Older Drivers*

➢ AOTA **submitted testimony to the Senate Select Committee on Aging** in response to their hearing on older driver issues.

## *Grassroots*

➢ In 2014, key grassroots messages centered on repeal of the therapy cap (particularly in relationship to SGR reform), the Occupational Therapy in Mental Health Act, rehabilitation research, and special education funding during sequestration. Efforts to increase member involvement in grassroots and communication with the Hill through strategies such as increased social media promotion, virtual Hill Day, and changes in mass e-mail formatting appear to be successful. In 2013, 6,171 individuals wrote 25,701 letters and e-mails to Congress and "liked" our efforts on Facebook 1,475 times. These are 25%, 55%, and 139% increases, respectively.

Additionally, end-of-year pushes on the therapy cap increased subscribers to the Legislative Action Center and Stop the Cap Facebook page by more than 2,000 people.

- ➢ Federal Affairs staff are currently preparing for the following Hill Days:

    - o **Middle Managers Leadership Training** Hill Day in January

    - o **Winter Hill Day** for the Board of Directors

    - o **Hill Day associated with Annual Conference,** which will be open to Conference participants as a pre-Conference seminar. The State Presidents have agreed to participate, and we expect that a large percentage will attend.

### *American Medical Association Coding Activities*

- ➢ AOTA's Coding Advisors to the AMA and AOTA staff **commented on the different options for changes to the CPT Physical Medicine and Rehabilitation (PM&R) codes that have been proposed by the PM&R Workgroup, of which AOTA is a member**. These options will be reviewed and voted upon by the CPT Editorial Panel at the February 6 AMA meeting. AOTA continues to advocate for coding changes that meet the needs of the evolving health care environment and accurately define OT services.

- ➢ **AOTA prepared to defend values for CPT strapping codes** that were surveyed jointly with APTA. These values will be considered by the Health Care Professionals Advisory Committee (HCPAC) of the RUC, which will meet at the end of January.

### *Protecting State Licensure*

- ➢ AOTA is **working with Hawaii** on moving to licensure from registration.

## AOTPAC

- ➢ AOTPAC **ended 2013 with $229,826 in contributions**. While this is shy of the goal, the chair is pleased that so many people responded with our year-end requests to get us so much closer to the goal.

- ➢ The **AOTA Board of Directors exceeded its fundraising goal for AOTPAC**, collectively contributing $9,140, which is 7.5% above goal, with 100% participation.

- ➢ **AOTPAC made contributions to allow Federal Affairs staff to promote occupational therapy** at events in December and early January for the following: Representatives John Barrow (D-GA), Marsha Blackburn (R-TN), Shelly Moore Capito (R-WV – Senate race), Lois Capps (D-CA), James Gerlach (R-PA), John Tierney (D-MA), Paul Tonko (D-NY), and Tim Waltz (D-MN); and Senators Mark Begich (D-AK) and Mary Landrieu (D-LA).

- ➢ Staff attended various **party committee events that were made possible by AOTPAC's participation with these groups**, including the Democratic Congressional Campaign Committee Winter Breakfast Reception, Democratic Senatorial Campaign Committee Roundtable Breakfast Briefing and Political Update, and National Republican Senatorial Committee Holiday Reception.

# BOARD CHARGES UPDATE FOR FEBRUARY 2014 MEETING

## BDM1-101813

President Stoffel moved to disband the Ad Hoc Committee on Health Care Reform Implementation and form task specific or topic specific working groups with assigned tasks and deadlines as needed and to identify a specific Board of Director Liaison for each working group formed. Seconded by Secretary Braveman.

Charge To:    President
Due Date:     Immediate
Status:       Completed

## BDM4-101913

Secretary Braveman moved on behalf of the BPPC to adopt the Petition to Challenge Association Action. Motion seconded by Treasurer Herz.

Charge To:    President
Due Date:     Immediate
Status:       Completed

## BDM5-101913

Director Cronin moved to reappoint Janet Wright to the AOTPAC Board of Directors to represent AOTPAC Region I for a second term starting January 1, 2014 and ending December 31, 2016. Director Wolf   seconded the motion.

Charge To:    President
Due Date:     Immediate
Status:       Completed

## BDM6-101913

Motion to reconfirm the Board action taken on July 31, 2013 Board conference call.
Vice President Lamb moved that the Board of Directors appoint Yvonne Randall to the AOTPAC Region V position to complete the current term ending 12/31/2013 and complete a three-year term beginning 1/1/2014 and ending 12/31/2016. Secretary Braveman seconded the motion.
Passed and adopted.

Charge To:     President
Due Date:      Immediate
Status:        Completed


**BDM7-101913**

Speaker Baxter moved to charge the President to establish an Ad Hoc Search Committee for a new Editor-In-Chief for the American Journal of Occupational Therapy (AJOT).
Director Wolf seconded the motion.

Charge To:     President
Due Date:      Immediate
Status:        See report from the Ad Hoc Committee

**BDM8-101913**

On behalf of the WFOT delegate, Director Cronin moved to charge the President to appoint an Ad Hoc Committee of the Board to develop a strategic international agenda that positions AOTA to fulfill its Centennial Vision for global connectedness.   Director Wolf seconded the motion.

Charge To:     President
Due Date:      Immediate
Status:        See report of the Ad Hoc Committee


**BDM9-101913**

Vice President Lamb moved that that the AOTA Board of Directors reaffirm the Association's commitment to support for the American Occupational Therapy Foundation and its mission to advance research for occupational therapy.  Consistent with that commitment it shall be the policy of the Association that:

1. Two percent (2%) of each person's annual Association membership fees shall be designated as a contribution to the American Occupational Therapy Foundation, subject to (a 2:1) matching by the AOTF, and provided all such funds be placed in a restricted Foundation account to be designated to support research projects that are consistent with priorities identified collaboratively by AOTA and AOTF.
2. There shall be a statement on the Association annual membership fee invoice and new member application that two percent (2%) of each member's fee is designated as a contribution to the AOTF for the support of research.
3. The Association shall serve as a receiving agent for such contributions and the amounts of such contributions will be transferred to AOTF on a monthly basis.
 Speaker Baxter seconded the motion.  (I have Tim Wolf seconded)

Charge To:    President
Due Date:     Immediate
Status:       Pending


## BDM10-101913

Vice-President Lamb moved to amend Recommendation 7 of the Future of Education Ad Hoc Report to the AOTA Board of Directors to clarify it is to develop strategies and resources to increase acceptance of the Blueprint in the curriculum and other aspects of the occupational therapy programs. Speaker Baxter seconded the motion.

Charge To:    President
Due Date:     Immediate
Status:       Completed


## BDM11-101913

Vice-President Lamb moved that the AOTA Board of Directors identify an ad-hoc committee of the Board to examine the data on the recommendation that the entry-level degree for practice as an occupational therapist be at the doctoral level and report back to the AOTA Board of Directors by November 22$^{nd}$ with a special meeting of the Board to be called in time to send the recommendation to the Representative Assembly spring motion.
The motion was seconded by Treasurer Herz.

Charge To:    President
Due Date:     Immediate
Status:       See the report of the Ad Hoc Committee

**January 28, 2014**

**Report of the Bylaws, Policies, and Procedures Committee (BPPC)**
**To the Board of Directors**
**Trina Schulz, MS, OT/L**
**Chairperson**

**I. Executive Summary**

- Continued with review of governance documents for compliance and alignment with the Association Bylaws and resultant changes to governance structure

**II. Report on Activities**

- Virtual meetings held on November 5 and 20, 2013 for a total of 3 hours of additional document reviews.
- Completion of the face-to-face BPPC meeting January 10-11, 2014 for a total of 13 hours. Members participating included: Trina Schulz, Chairperson; Brent Braveman, Secretary; Patricia Bowyer, member-at-large; Bryan Gee, member-at-large; Mary Ellen East, member-at-large; Shirley Wells, parliamentarian expert; and Rebecca Argabrite Grove, staff liaison to BPPC.
  - The following Board documents were reviewed:
    - Administrative Standard Operating Procedure (SOP)
    - Finance & Audit Committee SOP (new)
    - Occupational Therapy Academic Leadership Council (OT-ALC) SOP (new)
    - Occupational Therapy Assistant Academic Leadership Council (OT-ALC) SOP (new)
  - The following Assembly documents were reviewed:
    - Representative Job Description (JD)
    - OTA Representative/Representative-Elect JD
    - Credentials Review & Accountability Committee (CRAC) SOP
    - Agenda Committee SOP
    - Representative Assembly Leadership Committee (RALC) SOP
    - Commission on Practice SOP
    - Committee for Continuing Competence & Professional Development (CCCPD) SOP
    - Board & Specialty Certification (BASC) SOP
    - Commission on Education (COE) SOP
    - Representative Assembly Coordinating Council (RACC) SOP
  - Due to the extensive review required of these documents, additional scheduled agenda items could not be discussed. BPPC will continue to work with various governance groups to complete additional revisions required as a result of this initial review process.

o Four documents are coming to the Board for consideration (see Items for Action below), and ten documents are going to the RA for review and approval at the spring meeting.
o All documents, once approved, will be sent to the appropriate volunteer leadership and maintained in the Association's Governance Manual.
- BPPC will continue its work to review standard operating procedures (SOP) and job descriptions (JD) that fall under the purview of the Board and Organizational Advisors in preparation for the next Board meeting. In addition, a Social Media Policy for Volunteer Leaders (new document) will be drafted for consideration by the Board.

## III. Items for Action

**Motion 1:** On behalf of BPPC, I move to adopt the Administrative Standard Operating Procedure SOP.

**Rationale:**
- This is a revised document that is designed to provide guidance in the absence of specific procedures outlined in the SOP of each respective governance body within the Association.
- BPPC sent this document to the Chief Professional Affairs Officer, Chief Financial Officer, Executive Director, and Legal Counsel for input following its review for consistency of language and clarity.

**Fiscal Implications:** None

**Attachment:** III.a. Administrative SOP

**Motion 2:** On behalf of BPPC, I move to adopt the Finance & Audit Committee SOP.

**Rationale:**
- This is a new document that outlines procedures currently contained in the AOTA Audit Committee Charter.
- BPPC sent this document to the Chief Financial Officer, Treasurer, Executive Director, and Legal Counsel for input following its review for consistency of language and clarity.

**Fiscal Implications:** None

**Attachment:** III.b. Finance & Audit Committee SOP

**Motion 3:** On behalf of BPPC, I move to adopt the Occupational Therapy Academic Leadership Council (OT-ALC) SOP.

**Rationale:**

- The Occupational Therapy Program Directors' Education Council (OTPDEC) was previously identified as a standing committee of COE. With changes in the Bylaws, OTPDEC is now identified as an Organizational Advisor to the Board; therefore an SOP has been developed for this group which also reflects its recommended name change.
- This is a new document that outlines procedures previously contained in Attachment B of the COE SOP.
- BPPC sent this document to the Chief Officer for Academic & Scientific Affairs for input following its review for consistency of language and clarity.

**Fiscal Implications:** None

**Attachment:** III.c. Occupational Therapy Academic Leadership Council (OT-ALC) SOP

**Motion 4:** On behalf of BPPC, I move to adopt the Occupational Therapy Assistant Academic Leadership Council (OTA-ALC) SOP.

**Rationale:**
- The Occupational Therapy Assistant Program Directors' Education Council (OTAPDEC) was previously identified as a standing committee of COE. With changes in the Bylaws, OTAPDEC is now identified as an Organizational Advisor to the Board; therefore an SOP has been developed for this group which also reflects its recommended name change.
- This is a new document that outlines procedures previously contained in Attachment C of the COE SOP.
- BPPC sent this document to the Chief Officer for Academic & Scientific Affairs for input following its review for consistency of language and clarity.

**Fiscal Implications:** None

**Attachment:** III.d. Occupational Therapy Assistant Academic Leadership Council (OTA-ALC) SOP

<u>FINANCE AND AUDIT COMMITTEE</u>

*Board of Directors*

**<u>Standard Operating Procedure</u>**

I.      NAME  Finance and Audit Committee

II.     AUTHORITY  Authority is granted by the Association Bylaws (Article V, Section 9.A)

III.    FUNCTIONS
    A.  Shall assist the Board in its oversight of:
        1. Integrity in financial statements
        2. Compliance with legal and regulatory requirements as well as ethics programs established by the Board
        3. The independent auditor's qualifications and independence
    B.  Shall maintain free and open communication with the independent auditor and the Association management team.
    C.  Shall have full access to all books, records, facilities and Association staff to investigate any matter brought to the Board's attention.
    D.  Shall have the right to retain outside legal, financial, or other expert counsel at the Association's expense during an investigation.

IV.     COMPOSITION
    A.  The committee is appointed to a three year term by the President and shall include the following voting members:
        1. Chairperson – Treasurer of the Association shall serve for the duration of the term of office
        2. At least two Directors from the Board
        3. One public member

V.      QUALIFICATIONS
    A.  Chairperson – shall meet the qualifications outlined in the Treasurer Job Description (JD)
    B.  Directors
        1. Shall meet the qualifications outlined in the Board Directors JD
        2. Shall have knowledge or experience in managing a department or business including budget preparation and presentation of financial results.
    C.  Public Member – shall meet the qualifications of an "audit committee financial expert" as determined by the American Institute of Certified Public Accountants (AICPA)

VI.    RESPONSIBILITIES

    A.  Shall review and reassess the Finance and Audit Committee Standard Operating Procedures (SOP) at least annually and obtain approval from the Board for any recommended changes.

    B.  Shall report to the Board on its oversight of the Association financial reporting process to ensure quality financial reporting, sound business practices, and ethical behavior.

    C.  Shall meet at least twice annually to discharge its responsibilities.

    D.  Subject to Board approval, Sshall appoint an independent auditor who shall audit and express an opinion on financial statements prepared by Association management.

    E.  Shall ensure retention, termination, compensation, and oversight of the independent auditor.

    F.  Shall resolve Association management and independent auditor disagreements over financial reporting, with the clear understanding that the independent auditor is accountable to the committee as a part of the Board.

    G.  Shall periodically review established procedures for timely and effective treatment of complaints to the Association regarding accounting, internal accounting controls, or auditing matters, including confidential or anonymous employee reports of questionable accounting or auditing practice, and make recommendations to the Board for any suggested changes.

    H.  Shall review with Association management any significant complaints received regarding finances of the Association and steps taken to handle them.

    I.  Shall pre-approve all auditing and any non-audit services provided by the independent auditor.

    J.  Shall meet annually to review and discuss with Association management and the independent auditor the audited financial statements including:

        1. Association management's and the independent auditor's opinions of the quality of accounting, the prudence of significant judgments, and the clarity of disclosures in the financial statements.

        2. Results of the annual audit and any other matters required to be communicated to the committee by the independent auditor under auditing standards generally accepted in the United States.

    K.  Shall meet periodically to discuss the interim financial results of operations with Association management.

    L.  Shall develop establish policies and guidelines regarding risk assessment and risk management for Board approval, including the Association's Investment Guidelines, which shall be reviewed and approved by the Board on an annual

~~basis with input from the CFO~~. and make recommendations to the Board for any suggested changes.

~~L.~~

M. Shall discuss efforts to monitor and control major financial risk exposures with Association management, with appropriate reporting to the Board as necessary.

N. Shall meet separately and periodically, as appropriate, with Association management, the independent auditor, and other personnel.

**January 28, 2014**

**Report of the Volunteer Leadership Development Committee (VLDC)**
**To the Board of Directors**
**Debi Hinerfeld, MS, OTR/L**
**Chairperson**

**I. Executive Summary:**

- VLDC met face-to-face on November 1-3, 2013  to develop a strategic plan which identified measureable and time specific goals, objectives, and outcomes for the committee's work (see Attachment)
- VLDC completed the process for vetting awards and recognitions and will present awards at the 2014 Annual Conference
- VLDC vetted nominations for General elections (BOD and SIS), Representatives to the RA, and ASD; voting window is open from January 6-February 11, 2014

**II. Report on Activities:**

- Attended 2013 Student Conclave in Jacksonville, FL to promote the role of the VLDC, opportunities for leadership, and to encourage students to create a COOL profile
- Emerging Leader, Lauren Wengard, developed a  brochure for reference at the Student Conclave which outlined roles and functions of the VLDC for attendees.
- Released a call for nominations and vetted one applicant for appointment to serve as the interim Chairperson to the Administration & Management Special Interest Section (AMSIS) from January 1, 2014 –June 30, 2014 in collaboration with the Special Interest Section Council (SISC) Chairperson Kimberly Hartmann
- Collaborated with the RA Speaker, ASAP Steering Committee Chairperson, Special Interest Section Council Chairperson, WFOT Delegate and Alternate Delegate, staff liaison to ASD, and staff liaison to the MDI network to promote the role of the VLDC and assess specific leadership recruitment and development needs of various groups within the Association
- Met with the incoming Chairperson of the Commission on Practice to discuss ideas for call for nominations, essential qualifications for committee members, and the vetting process of potential candidates to be appointed on or before July 1, 2014.

Elections & Appointments:
- VLDC met twice to vet all nominees for Association elections.  Official candidates were notified, as well as regrets sent, to nominees who did not meet qualifications for candidacy.
    - o In the General Elections a single slate is noted for the following positions: WFOT Alternate Delegate, Sensory Integration SIS Chairperson, Work & Industry SIS Chairperson, and OTA Representative-Elect to the RA

- o In the RA Elections, an empty slate exists in three states (Ohio, New Hampshire, and Minnesota), single slates exist in 18 states, and dual slates exist in five states.
  - o In the ASD Elections there are three single slates (ASD Chairperson, OT Vice Chair, Secretary), one empty slate (OTA Vice-Chair), and three dual slates (Communications & Advocacy, Commission on Education, Representative to the RA).  Per the existing governance documents, qualifications for the ASD Steering Committee officers includes a stipulation that three months remain in the student's academic program following induction into office.  This is a challenge given variability with duration of educational programs and dates of graduation in light of induction of office for ASD positions being at the conclusion of the ASD meeting at Annual Conference.
- VLDC reviewed and considered changes to the elections nomination and vetting process including revisions to the nominations materials solicited from each nominee and the addition of individual interviews to be conducted in the next election with nominees to the Board of Directors.
- VLDC collaborated with the RA Leadership Committee (RALC) to plan and prepare for upcoming RA elections for Agenda Chair and Recorder positions.  The VLDC and RALC will continue to work collaboratively to outline a time line and process for nominations and elections that maintains transparency and equal access for all qualified members who may be interested in these leadership positions.

Awards:
- Reviewed and approved two nominees for the Health Advocate Award (AARP and AAA)  in concurrence with the President, Speaker, and the Association Executive Director.
- Reviewed and considered changes to the description and requirements of Association award including an examination of the scoring criteria for each.  VLDC will discuss any recommended future changes for Awards at the committee's next monthly meeting.

Annual Conference Activities:
-  Secured a slot for *Conversations that Matter* on Thursday, April 3, 11:00 am-12:00 pm to engage in informal networking with interested members about leadership opportunities and ways to get involved.
- Working with Emerging Leader mentees (Lauren Wengard and Loretta Starnes) on planning, coordinating, and promoting the *Leadership Development Networking Reception* scheduled on Friday, April 4 from 7:00-8:00 pm.
- Annual Awards and Recognition Ceremony will be held on Saturday, April 5 from 5:45-6:45 pm with the Awards Reception to immediately follow from 7-8 pm.
- VLDC Chairperson will speak at face to face meetings re: leadership recruitment and development with the following groups at Annual Conference: MDI network, RA, and ASD

III. **Items for Action:**  None at this time.

**Attachments:**
VLDC Strategic Goals

**Respectfully submitted,**

**Debi Hinerfeld, MS, OTR/L**
**VLDC Chairperson**

VLDC Strategic Goals

1. Understanding of VLDC & What they do
   - VLDC will be understood and utilized by all members and leadership groups to support leadership development and participation within the Association.
     - (STG) VLDC will conduct a survey of leadership groups to determine volunteer leadership needs across the Association.
     - (STG) VLDC will educate members on the role and purpose of VLDC using a minimum of three targeted promotional methods.
   - VLDC will solicit and connect members with leadership opportunities utilizing a variety of networking, social media, and publication resources. (e.g., CE events, COOL, 1MU, OTP, Website, OT Connections, Facebook)
     - (STG) VLDC will increase its visibility at CE events and meetings of the Association.
     - (STG) VLDC will engage in no less than monthly communication with members.

2. Leadership Identification & Development
   - VLDC will provide feedback to award and election nominees to support ongoing professional development and access to future leadership opportunities.
     - (STG) VLDC will identify, recruit and provide guidance to potential award and election nominees throughout the year.
     - (STG) VLDC will make a personal connection with nominees and candidates that were not selected for awards or elected positions to provide specific feedback and discuss alternative opportunities for leadership development and participation.
   - VLDC will provide a full slate of candidates for all Association elections and appointments to committees. (without having to extend the deadline)
     - (STG) VLDC will communicate and collaborate with AOTA leadership groups to identify and recruit diverse and qualified candidates for volunteer service to the association.
     - (STG) VLDC will continually monitor, evaluate, revise, and develop methods and tools for successful recruitment of volunteer leaders in collaboration with marketing and media staff.

3. Recognition of Contributions to Achievement of CV
   - VLDC will expand opportunities for member participation and achievement to be recognized through AOTA official publications and awards.
     - (STG) VLDC will collaborate with media and marketing staff to designate and use enhanced communication methods in a variety of official Association publications.

- VLDC will continually monitor, evaluate, and revise award categories, criteria, and processes to determine if they reflect and promote the achievements of Association members.
  - (STG) VLDC will review and revise purpose statements, criteria, and forms, as appropriate, for each existing award category.
  - (STG) VLDC will explore and consider future award categories in order to expand recognition of member achievements.

Annual Outcome Measures (with visual/graphic representation of volunteer leadership trends)

- practice areas
- years of experience
- # of appointments
- # of nominees for elections
- # of nominees/recipients for awards
- geographic region
- OT, OTA, students
- tools developed/used
- # of events offered/attended (conf sessions, receptions, booths, meetings, etc.)
- # of official publications by category

**January 27, 2014**

**Report of:  Special Interest Sections Council**
**To the Board of Directors**
**Kimberly Hartmann, PhD, OTR/L, FAOTA**


**I.  Executive Summary:**
The SISC meets by phone monthly with email communication on an as needed basis.   The SISC continued to focus on the integration of the Centennial Vision and the AOTA Board of Directors' (BOD) priorities within those of the SISC for the year.

**II. Report on Activities:**

- Early intervention and school SIS goals have been established and linked to the Board priorities
    1. Provide information and resources needed to support current best practice and emerging practice in schools and early intervention
    2. Provide information and resources needed to support and encourage shift to participation-based services within natural or least restrictive environments
    3. Provide information and resources needed to develop advocacy skills of practitioners so that they can more effectively address workplace issues
- Home and Community SIS would like to propose that the Board support their initiative to Compiling a HCHSIS Community Health Champions Roster champions in 50 states (AOTA members) to create a network.
- Technology SIS has established their three-year goals and matched those to the board priorities.
    1. Work with AOTA to operationalize "Appy Hour" (2014 AOTA conference) with a variety of app demos and their application to practice.
    2. Initiate a tech-related virtual chat/webinar series to provide strategic support for educators, practitioners, and researchers to meet rapidly changing societal needs.
    3. Support AOTA's development/update of tech-related resources (tip sheets, fact sheets, powerpoints, web resources, official documents, etc.).
- Developmental disabilities SIS emphasis will be placed on
    1. Lifespan issues, with an emphasis on productive aging for individuals.
    2. Participation in the community as well as post-secondary education.
    3. Health promotion issues including mental health and public health issues related to safe transportation and driving for youth with DD.
- Work SIS will be a focus in all of the SIS quarterlies in the fall of 2015 to illustrate the importance of work across the practice areas.
- The SISs will work with AOTA to develop active links and direct connections between the focus areas of the Centennial Vision and the SIS in the AOTA website.


**III. Items for Action:  none**

# Compiling a HCHSIS Community Health Champions Roster

HCHSIS Goal Four: *Identify and link home health, home mod and community health champions in 50 states (AOTA members) to create a network*

The HCHSIS proposes to identify and create a comprehensive list of community-based clinicians working in various areas of practice including home health, home modifications, primary care and other specialty areas. The goal of compiling and maintaining this list is to identify and categorize home and community based practice niches in order to increase networking opportunities among practitioners, identify leaders, to share experiential and empirical evidence, ideas and resources, and create continuing education options for practitioners working in home and community health practice.

The suggested benefits of this project include:

- To support AOTA FY 2014 Centennial Vision Priorities to create a powerful and widely recognized profession by specifically focusing on Promotion and Advocacy and Articulating Distinct Value to Individuals, Organizations, and Communities
- To build a community; to bring together practitioners who often express concern about practicing in isolation
- To share and disseminate evidence
- To build a coalition of practitioners whose collective voice may help to advance the mission of home and community based occupational therapy services in a time when new federal regulations may well impact our services
- To be a voice to bring emerging and seasoned practitioners to this practice area
- To be a conduit to disseminate information about AOTA programs, certifications, etc.
- To be a model for other SIS committees to develop similar data bases

A survey can be sent out electronically to practitioners by AOTA or disseminated to all state associations presidents and RA representatives via a shared URL link. In addition, the survey can be marketed through social media whereby practitioners are directed to the URL link on the AOTA website and/or OT connections.

To begin gathering champions, the HCHSIS committee will review conference brochures to retrieve names of practitioners who have presented at conference within the last 3 years in the area of home health, environmental/home modifications, and community health. The HCHSIS committee will also request names of practitioners in the COOL database interested in the areas noted above.

Once champion practitioners are identified the roster can be shared and posted on the AOTA website in a members only section.

Funding needs would require the supporting survey to be converted and disseminated as an electronic format document and for data analysis.

*A criterion of a champion is to be an AOTA member, however, the HCHSIS committee proposes the inclusion of non-members in an effort to promote and increase AOTA membership.

**January 17, 2014**

**Report of the Chairperson of the Assembly of Student Delegates Steering Committee**
**To the Board of Directors**
**Susan Lingelbach, OT/L Provisional**


**I. Executive Summary:**

- Collaborated with the 2013 Student Conclave Planning Committee to plan and facilitate the New Practitioner Panel, Welcome, NBCOT Study Guide Trivia, Mock Interviews and Resume Critiques, and Closing Remarks
- Collaborating with the 2014 Annual AOTA Conference and Expo committee to plan the New Practitioner Panel
- Planning Annual ASD Meeting and Town Hall to take place April 2, 2014; 200 students projected to be in attendance
- Continuing electronic bi-monthly newsletter for OT student population
- Collaborating with AOTA Vice -President Amy Lamb to create ASD Distinct Value webinar series
- Co-facilitating monthly "Live Chats" through Talkshoe.com for prospective OT and OTA students.
- Continuing Boardroom to Classroom to promote BOD interaction with students
- Continuing global student connections through Global Student Connections group on OTConnections and advising African OT group OTARG on student associations
- Submitted ASD bylaws revisions to BPPC regarding position eligibility and term length
- Answering prospective OT and OTA students "Ask a Student Questions" questions
- Promoting social networking and student interactions through ASD's monitored presence on OT Connections, Facebook, Twitter, Pinterest and Instagram.
- Continuing "re-branding" of ASD for increased professional image and recognizability as an AOTA body
- Developing Outstanding Student Award to be presented by ASD at the ASD Annual Meeting

**II. Report on Activities:**

**A.1 Activities for 2013 Student Conclave**
The ASD SC collaborated with the 2013 Conclave Planning Committee to organize the New Practitioner Panel, promotion of the AOTA NBCOT study guide during Welcome Ceremony, facilitate Mock Interviews and Resume Critiques and provide Closing Remarks

**A.2 Activities for 2014 Annual AOTA Conference and Expo**
The ASD SC is collaborating with the 2014 Annual AOTA Conference and Expo Planning Committee to organize the New Practitioner Panel

**A.3 Activities for ASD Meeting and Town Hall**
The ASD SC is creating the agenda and inviting speakers for the Annual Pre-Conference ASD Meeting and new Town Hall to hear from AOTA leaders, learn about leadership opportunities, and develop a leadership plan

**A.4 Activities for ASD e-Newsletter**
A newsletter sub-committee creates a bi-monthly (every two months), themed, student e-publication, to highlight student interests, AOTA news, and ASD SC updates

**A.5 Activities for Distinct Value Webinars**
The ASD SC is collaborating with Amy Lamb, AOTA Vice-President on creating Distinct Value Webinars to assist OT students in advocating for OT to community members and other professionals

**A.6 Activities for "Live Chat"**
"Live Chat" is an informative program for prospective OT and OTA Students to learn more about OT education and the profession. Monthly chats are co-facilitated by two steering committee members, AOTA staff, and Academic Program volunteers

**A.7 Activities for Boardroom to Classroom**
OT students can dialogue with a member of the AOTA BOD, learn about the BOD and ask any questions about OT, AOTA and/or the BOD via Skype

**A.8 Activities for Global Student Connections**
The ASD SC is continuing to encourage involvement in the OTConnections group for Global Student Connections to increase awareness of international practice, considerations, and facilitate discussion among our international colleagues.  Advisement has been given to OTARG (Occupational Therapy Africa Regional Group) student members regarding student involvement in professional associations

**A.9 Activities for ASD Bylaws Revisions**
ASD SC has suggested changes to the ASD nomination criteria and process to increase students' eligibility to apply for positions as well as clarify/change terms of office

**A.10 Activities for "Ask a Student Questions"**
The ASD Steering Committee (SC) answer questions from prospective OT/OTA Students clarifying the process of OT education and beginning a new career

**A.11 Activities for Social Networking**
The ASD SC is encouraging student participation in OT Connections, Facebook, Twitter, Instagram, and Pinterest by consistently posting professional stories, and AOTA news and events. ASD SC is encouraging all SOTA groups to develop professional social networking pages to increase awareness of occupational therapy

**A.12 Activities for Re-Branding ASD**
ASD SC created a new logo to help students identify the ASD with AOTA as well as to develop a more cohesive and professional image.  Professional identification is ongoing

**A.13 Activities for Student Award**
The ASD SC is working with VLDC to create an award to be given to an outstanding student(s) nominated by his/her peers.

**January 28, 2014**

**Report of the Accreditation Council for Occupational Therapy Education (ACOTE®)**
**To the Board of Directors**
**Ellen McLaughlin, EdD, OTR/L**

**I. Executive Summary:**
- The Council continues to deal with growth in new programs and the needs of existing programs in relationship to accreditation issues. (See A.1.)
- The Council completed training workshops for new volunteer accreditation reviewers and team chairs. (See A.2.)
- Progress continues towards implementation of e-Accreditation. (See A.3.)
- At the December 2013 meeting ACOTE reviewed and took action on 141 program reports (See A.4.).
- The position of Director of Accreditation was recently advertised (See A .5)


**II. Report on Activities:**
**A.1. Growth in Programs and Locations:**

As of December 31, 2013, the number of programs in the accreditation process totaled 404.

| Program Status | OT Doctoral | OT Master's | OTA | TOTAL |
|---|---|---|---|---|
| Accredited Programs | 5 | 146 | 175 | 326 |
| Candidate Programs | 6 | 10 | 19 | 35 |
| Applicant Programs | 8 | 9 | 26 | 43 |
| TOTAL | 19 | 165 | 220 | 404 |

In September 2007 there were 147 accredited programs for occupational therapy and 128 accredited programs for occupational therapy assistants. At that time there were NO applicant or candidate programs.

[1] Candidate Programs have proceeded to the second step and can admit students, but will not gain accreditation until successful completion of a report of self-study and on-site visit.
[2.] Applicant Programs have submitted a letter of intent to start a new program or additional location


**A.2. Accreditation Reviewer Workshops:**
The following new Roster of Accreditation Evaluators (RAE) members received their initial training at the November 8-10, 2013, Evaluator Training Workshop in Arlington, Virginia. New RAE terms will begin on January 1, 2014:

Brigitte Belanger, DSc, MHS, MA, OTR/L
Occupational Therapist
U.S. Army
Dwight D. Eisenhower Army Medical Center, Augusta, GA

Julia M. Guzman, OTD, OTR/L
Assistant Director/Assistant Professor
Rutgers, The State University of New Jersey Newark Therapy Services, Newark, NJ

Kristin B. Haas, OTD, MOT, OTR/L
Associate Professor
College of Saint Mary Occupational Therapy Program, Omaha, NE

Pamalyn J. Kearney, EdD, OTR/L, CAPS
Associate Professor
Georgia Regents University Department of Occupational Therapy, Augusta, GA

Sherry Kolodziejczak, MS, OTR/L
Director of Therapy Services Crestwood Medical Center, Huntsville, AL

Teresa Leibforth, PhD, NCC, OTR/L
Clinical Coordinator of OT
All Children's Hospital, St. Petersburg, FL

Tamara L. Mills, PhD, OTR/L, ATP
Assistant Professor
Brenau University, North Atlanta-Norcross Campus Norcross, GA

Sabrina Salvant, EdD, OT/L
Assistant Professor
Columbia University Programs in Occupational Therapy, New York, NY

Gretchen Scheibel, MS, OTR/L
Occupational Therapist
The Hello Foundation, Portland, OR

Stacy Smallfield, DrOT, MSOT, OTR/L
Associate Professor
University of South Dakota, Department of Occupational Therapy, Vermillion, SD

Brenda J. Stuart-Howell, OTR/L, MS, OTD
Occupational Therapist
Christus Saint Michael Hospital, Texarkana, TX

Traci Swartz, OTD, OTR/L
Program Director
Chattahoochee Technical College, Occupational Therapy Assistant Program, Austell, GA

**A.3. e-Accreditation**: The projected timeline for implementing the new web-based accreditation management system is provided below:

**Year Three – 2013-2014**
- Launch Self-Study, On-site Evaluation Visit, & follow up program tracking for accredited programs.
- Launch Interim Reporting site.

**A.4. ACOTE Actions:**

At the December 2013 meeting ACOTE reviewed and took action on 141 program reports including the following:

Initial Accreditation Visits:
- 7 programs were granted initial accreditation for a term of 5 years.

Reaccreditation Visits:
- 6 programs were reaccredited for a term of 10 years.
- 6 program were reaccredited for a term of 7 years.
- 1 program was reaccredited for a term of 5 years and placed on probationary accreditation status.

Candidacy Application (Step 1 of the Initial Accreditation Process):
- 7 programs were granted candidacy status
- 1 programs application for candidacy status  was deferred

Report of Self-Study (Step 2 of the Initial Accreditation Process):
- 3 programs had the  review granted
- 2 programs had the review denied

A full report on ACOTE ACTIONS is available online at http://www.aota.org/en/Education-Careers/Accreditation/Announcements.aspx .

**A. 5 Director of Accreditation**
The position of Director of Accreditation was recently advertised. This individual will be responsible for the oversight, strategic direction, and representation of AOTA's Accreditation Department.

**III. Update on Current Charges:**

None

**IV. Proposed New Business**

None

**Attachment(s):**

None

**January 27, 2014**

**Report of WFOT Delegate**
**To the Board of Directors**
**Susan Coppola, MS, OTR/L, BCG, FAOTA**

**I. Executive Summary**
- Promotion and networking for WFOT Congress in Japan June 2014 is happening through various methods, including a new OT Connections group:
  http://otconnections.aota.org/more_groups/wfot_congress_2014_japan_preparations_and_reflections/default.aspx
- Communication with WFOT members continues – see attached January Update
- AOTA Annual Conference events planning around international interests
- Monthly calls with staff liaison and Alternate Delegate for coordination

**II. Report on Activities**

**A.1. Planning for WFOT Council Meeting in Japan  - June 2014**
- Agenda is sent six to eight weeks prior to Council Meeting (approximately mid-late April). I  will review and synthesize the agenda for BOD review and direction prior to the meeting in collaboration with the Alternate Delegate and staff liaison.
- AOTA President Ginny Stoffel will attend the Council Meeting, along with the Delegate and Alternate Delegate, which offers a new opportunity to build global connections.
- At the Council Meeting elections will be held for a number of open positions:  President, Vice President Finance, Executive Director, and Programme Coordinators for International Cooperation, Promotion & Development, and Standards and Quality.
- Delegates from Germany, Switzerland, and Hong Kong have nominated me for the position of Programme Coordinator for International Cooperation (IC). Currently I have been serving as Deputy Programme Coordinator for IC, since election by this committee in Taiwan 2012.

**A.2. Preparation for AOTA Conference 2014**
- International Breakfast topic: "*International Fieldwork: Where in the World Can Occupational Therapy Go from Here?*" Speaker:  Gelya Frank, PhD
- AOTA Session**:** *Global Connections for Emerging Issues: World Federation of Occupational Therapists Initiatives and Collaborations* with Sue Coppola, Anne Jenkins, Sharon Brintnell, WFOT President, and Amy Lamb, AOTA Vice President.
- "Conversations that Matter" lounge will have two sessions from 10-11AM on Friday addressing international networking and Saturday from 10-11 AM addressing WFOT leadership and volunteer opportunities.
- A list of international and multicultural sessions was helpful for many attendees in 2013. I will work with the staff liaison to develop  a list of highlights for Conference 2014.

**A.3. Requests for information**

- **From AOTA BOD:** Dr. Anne Cronin, AOTA BOD International Ad Hoc Committee Chair, and I had a phone conference and emails to discuss information gathering, and sources for this committee.
- **From WFOT:** WFOT has reached out to AOTA for Human Resources Project data. Unfortunately, AOTA has most, but not all key data that would be of use for the international community. Information on employment vacancies and practice areas is not specifically tracked by AOTA.
- **From Members:** Requests for international information from individuals in the US and other countries have addressed a range of topics such as: OTA roles, tele-health, client assessment tools, contacts in other countries, and practice in the US by internationally trained OTs.
- **From Students:** Guest lectures via Skype to discuss WFOT in classrooms at the Medical University of South Carolina and Washington University were provided in November. Feedback indicates this is an effective and appreciated service similar to the Board Room to Classroom initiative. No promotion of this opportunity for students has occurred to date.

## A.4. Succession Planning

- In response to our concern for a single slate of candidates for the WFOT Alternate Delegate election, Rebecca Argabrite-Grove (staff liaison) arranged a conference call for Anne Jenkins and myself with Debi Hinerfeld, Chairperson of the Volunteer Leadership Development Committee (VLDC). Ms. Hinerfeld discussed a variety of leadership networking methods and strategies the VLDC is utilizing and encouraged our direct involvement and collaboration in succession planning for the future.

## A.5.  Publications, posters and submissions by the WFOT Delegate/Alternate Delegate

- Kern, S., Coppola, S., Talero, P., Tupé, D., & Witchger Hansen, A. (Pre-Conference Session) *Building an OT Global Community: Concepts, Connections, Collaboration & Competencies.* AOTA Annual Conference & Expo 2014.  Baltimore, MD.
- Submitted manuscript for OT Practice: Interview with Hulya Kayihan, PhD about the development of OT in Turkey.
- Shipman, A., Chinguo, D., Mwanjabe, T., Coppola, S., Sanborn, E. (accepted). *Innovations, Challenges and Collaboration for Building OT Education in Malawi.* World Congress of OT, 2014. Yokohama, Japan.
- Bailliard, A., Coppola, S., Holahan, L. (accepted) *Embedding Ethics, Justice and Care in OT Curricula.* World Congress of OT, 2014. Yokohama, Japan.

## A.6. WFOT & Internationally Based Practitioners Membership

- As of January 1, 2014 there were 2,039 practitioner members of WFOT and 616 students. On January 1, 2013 there were 1,859 practitioner members and 542 students. This represented a 9.7% increase of practitioner members and a 13.7% increase of student members over that one year period.  There are currently approximately 317 internationally based practitioners who are AOTA members.

**III. Items for Action:** None at this time.

# WFOT ANNOUNCEMENTS & DELEGATE UPDATE

## February 2014

**Happy New Year, colleagues!   Here are brief updates on upcoming international OT events:**

### AOTA CONFERENCE – BALTIMORE, MD – April 3-6, 2014 – INTERNATIONAL EVENTS:

- International Breakfast Speaker, Gelya Frank, PhD, will discuss International Fieldwork.
- Dozens of International sessions, posters and discussions
- Conversations that Matter Lounge: International Connections and discussion about WFOT.
- Pre-conference institute on April 2: Building an OT Global Community

### 16th WORLD CONGRESS OF OT - YOKOHAMA, JAPAN - June 18-21, 2014

*"SHARING TRADITIONS, CREATING FUTURES"*  http://www.wfot.org/wfot2014/eng/index.html

**PLANNING TO ATTEND:** Connect with others going to the Congress:
   http://otconnections.aota.org/more_groups/default.aspx   (**new** location!)

**HELPING**: Consider a donation or group fundraising for OTs in developing countries to attend:
   http://www.wfot.org/wfot2014/eng/contents/donation.html

**STUDENTS**: Registration is about $100 for the four day conference!

**SPONSORSHIP & EXHIBITING**:  http://www.wfot.org/wfot2014/eng/contents/sponsor.html

**CAN'T ATTEND BUT WISH YOU COULD PARTICIPATE:**

- Contribute any amount to the fund for OT in developing countries (link above).
- Peruse the program: http://www.wfot.org/wfot2014/eng/contents/congress.html
- Begin a savings account  to attend WFOT Congress in Cape Town, South Africa in 2018

### STAY CONNECTED: Let's grow our network!

- **International OT News, Events and Resources:**  www.wfot.org
- **Twitter:** @thewfot  and **Facebook**: http://www.facebook.com/wfot.org
- **OT Connections**: (http://otconnections.aota.org/forums/99.aspx).
- **Googlemap** of national OT associations worldwide: http://tinyurl.com/WFOTMap2012
- **AOTA Staff Liaison to WFOT:** Rebecca Argabrite Grove: international@aota.org.
- **Alternate Delegate:** Anne Jenkins, MA, EdM, DMin, OTR/L nyu72ot@aol.com

**Thank you for your interest in Global OT. Please forward this update to colleagues and students.**

**Sincerely yours,**

*Sue*

**Susan Coppola, MS, OTR/L, BCG, FAOTA**
**USA Delegate to WFOT    scoppola@med.unc.edu**

*First time accessing the member portion of the WFOT website?

- Click on tab "Membership > Already a Member? > set up your account online" or click on http://www.wfot.org/Membership/MemberRegistration.aspx , or

- Go to the "Homepage > Login > Already a member? Register online"

- Fill out the Membership Registration Form – your Membership No. is the same as your AOTA membership number (do not include the string of zeroes at the beginning of the membership number). Click on "Register".

- Login (with your username and password – same as your AOTA username and password)

**January 22, 2014**

**Report of the Chair, AOTPAC**
**To the AOTA Board of Directors**
**Gail Fisher, MPA, OTR/L, FAOTA**

I. Executive Summary:

Highlights:

- AOTPAC celebrated its 35th Anniversary in 2013!
- Received contributions totaling $229,826 in 2013.
- Raised $67,680 at the AOTA Conference in San Diego, reaching 96.69% of fundraising goal.
- Contributed $185,500 to 73 candidates and national party committees for the 2014 election cycle.
- Presented to 8 state association conferences/meetings and 9 student groups/universities, raising $4,815 and increasing student challenge participation.
- AOTA Board of Directors exceeded its fundraising goal, collectively contributing $9,140 (7.5% over goal) with 100% participation..

II. Report on Activities

AOTPAC celebrated its 35th Anniversary in 2013.  Special recognition was given during the AOTA Conference with signage and mention at the Opening Ceremony.  A series of articles highlighting achievements and milestones throughout its 35 years was published in *OT Practice*.

AOTPAC collected contributions totaling $229,826 in 2013, reaching 97.79% of the fundraising goal.  Throughout the year funds were raised from various efforts including telemarketing, AOTA conference, state conferences, student challenge, e-mails and targeted mailing and AOTPAC board outreach.

During the AOTA Conference in San Diego in April 2013, the AOTPAC board set a goal to raise $70,000.  A total of $67,680 was raised, which is 96.69% of the fundraising goal.  This was done through presentations by AOTPAC Chair, Gail Fisher, to the leadership groups that had meetings prior to and during conference, AOTPAC night event, and at the AOTPAC booth.

For the 2014 election cycle, AOTPAC has supported 73 candidates, 4 national party committees and 1 state candidate (Tim Kennedy, an OT who is seeking reelection to the NY State Senate).  Contributions toward the 2014 election cycle at close of 2013 totaled $185,500.  In addition, contributions were made to senate candidates in 2016 and 2018 primary elections. These contributions allowed Federal Affairs staff and consultants, AOTA leadership, and AOTA members to attend events and promote occupational

therapy.  AOTPAC continues efforts to involve AOTA members in participating in local fundraising events for candidates, and sent a total of 13 AOTA members to10 different local and DC events throughout the year.

AOTPAC Board members and AOTA Federal Affairs staff presented on AOTPAC at 8 state association conferences/meetings and 9 student groups/universities to increase awareness of AOTPAC and the importance of political and legislative involvement and participation in the state and national associations. AOTA staff included AOTPAC in its presentation on Advocacy at the Student Conclave. Funds raised from these efforts totaled $4,815 and increased student challenge participation.

The AOTA Board of Directors exceeded its goal to contribute $8,500 to AOTPAC during the 2013 calendar year collectively contributing $9,140 (7.5% over goal) with 100% participation.

Yvonne Randall was appointed to the AOTPAC Board of Directors representing Region V to replace Denise Miller who resigned after she was appointed to serve on the California OT Licensure Board.

All AOTPAC Board members participated in the Capitol Hill Day on Sept. 30, 2013 along with the 700 other participants, the largest group ever attending.  Prior to the Hill Day they had a business meeting to discuss various initiatives and Ginny Stoffel, AOTA President presented on her mental health initiatives and various leadership issues.

Letters from the Chair were e-mailed to all AOTA members every other month.  These reported on AOTPAC activities and work done with AOTA's Federal Affairs group to increase grassroots and political participation by AOTA members.

**January 26, 2014**

**Report of the Affiliated State Association Presidents (ASAP) Chairperson**
**To the Board of Directors**
**Izel Obermeyer, MS, OTR/L**

**I.  Executive Summary:**
- 2014 ASAP Annual Meeting
- Conference call on Health Care Reform
- Hill Day before conference 2014
- ASAP SOPs
- Centennial commission
- ASAP and ELDP cooperation

**II. Report on Activities:**
**A. 2014 ASAP Meeting:  The face-to-face meeting will be on April 1ˢᵗ, 2014**
The ASAP meeting will be held one day earlier than usual so that ASAP members can attend the Hill Day.  The ASAP staff liaison worked with the conference planning team to make sure that a meeting room is available.

Planning for the 2014 annual face-to-face meeting in Baltimore is the main focus of the group at the moment.  In depth sessions on Membership, Advocacy and Leadership Development will form the core of the day's agenda.  The speakers are being confirmed at the moment.  The advocacy session will focus on working with state contract lobbyists, with a presentation by an AOTA consultant, which will segway into small group discussions.  The membership session will critically analyze membership drives done at different states and will also have a small group discussion section.  The leadership development session will be part 2 of a series of activities, building on what was shared last year.

This year will be the election of a new ASAP Vice chairperson.  The Vice Chairperson also serves at the ASAP representative to the AOTA Representative Assembly

**B. Conference calls on Health Care Reform**
The last conference call on Health Care Reform was hosted in December 2013.  As with the previous ones, this call was well received by state leaders in advocacy.  The session was recorded for future use.

**C. Hill Day before the 2014 Conference**
The ASAP steering committee has been actively working on having as many of the State Presidents as possible, attend the Hill Day before conference in Baltimore in 2014.

**D. ASAP SOP changes**
Current ASAP SOPs include outdated reference to AOTA Nominating Committee; suggested amendments were submitted to the BPPC to insert a reference to the VLDC.

**E. Centennial Commission**
The Centennial commission will be presenting a session at the conference in Baltimore to showcase the implementation of the Centennial Vision.

**F. ASAP surveyed as part of ELDP**
The Chair of the ELDP sent out a survey to the ASAP regarding leadership development/mentoring programs at the state level.

A conference call was held between the ASAP steering committee and the ELDP chairperson to discuss how AOTA and states can cooperate around this topic. The ASAP chair is mentoring one of the emerging leaders of this year's cohort, and she is interested in finding out what states are doing to involve students more.

Another survey went out and results will be forthcoming in the next 2 – 4 weeks. A menu of options for use by state associations was developed and shared as part of this survey. The emerging leader will share this as part of the leadership development session at the face-to-face meeting in Baltimore.

**III. Update on Current Charges:** None at this time


**IV. Proposed New Business**: None

**Attachment(s):** None

**Summary**:

A focus group was hosted by AOTA and AOTF on January 7-8, 2014 in Bethesda, Maryland. The meeting included thirteen (13) invited participants from seven (7) research programs that have been successful in developing research agendas and capacity building for scientists, postdoctoral fellows and doctoral students at different stages in their careers. The primary purpose of the meeting was to: (1) Identify what are the current challenges facing the profession's ability to build research capacity; and (2) Identify strategies and action steps that could realistically be implemented to address these challenges. The group spent the first 4 hours of the meeting reviewing the current external and internal environment impacting the research capacity of the profession. The focus group members then identified a vision statement and five (5) key objectives and a number of action steps for each objective to achieve the stated vision. A summary of the findings is stated below.

**Participants:**

Carolyn M. Baum, PhD, OTR/L, FAOTA *; Janice P. Burke, PhD, OTR/L, FAOTA**;Florence Clark, PhD, OTR/L, FAOTA; Wendy Coster, PhD, OTR/L, FAOTA; Joy Hammel, PhD, OTR/L, FAOTA***; Mary Lawlor, ScD, OTR/L, FAOTA; Mary Jane (MJ) Mulkahey-Hershey , PhD, OTR/L; Gael Orsmond, PhD; Kenneth J. Ottenbacher, PhD, OTR, FAOTA; Joan Rogers PhD, OTR/L, FAOTA; Elizabeth Skidmore PhD, OTR/L; Susy Stark,  PhD, OTR/L, FAOTA***; Yolanda Suarez-Balcazar, PhD***;.

**Staff:**

Julie D. Bass, PhD, OTR/L, FAOTA; Charles H. Christiansen, EdD, OTR, FAOTA; Neil Harvison, PhD, OTR/L, FAOTA; Susan H. Lin, ScD, OTR/L.

\* attended January 7 via web
\*\* attended January 7
\*\* attended January 7-8 via web

**Vision Statement**:

**Increase the number of career scientists contributing to the OT body of knowledge by 2020.**

It was noted that a quantifiable target could not be established until we have an accurate number of the current career scientists in the field.

**Objectives:**
- Build a community of scientists contributing to the OT body of knowledge.
- Create fellowships and dedicated funds to support career scientists.
- Develop more academic programs with capacity to create scientists who can contribute to the OT body of knowledge.

- Socialize and train early and mid- career scientists to their role in developing the professions body of knowledge. .
- Increase the number of funded scientists who are contributing to the OT body of knowledge

## Strategies and Action Steps:

1. **Build a community of scientists contributing to the OT body of knowledge.**

   **Action Step(s):**
   - *Working sessions*: Focus on building a community among the successful programs with working session following the OT Research Summit. ***OT Research Summit Organizing Group in Collaboration with AOTA and AOTF.***
   - *Database*: Promote population of the AOTA/AOTF Researcher Database. ***AOTA Staff; Members of Focus Group.***
   - *AOTA Conference:* Create a research track at AOTA Annual Conference to increase the visibility of the scientific community within the profession. The track must include presentations of quality research papers selected under a separate peer review process. Publish the abstracts from the research track. ***AOTA Staff.***
   - *Journals*: Increase the visibility and contribution of the scientific community through special issues of journals and research briefs. ***AOTA & AOTF Staff.*** .
   - *Communication*: Foster communication and sharing of resources etc. ***AOTA to establish listserv. Members of the Focus Group.***

   **Future possible action steps:**
   - Create more international connections and partnerships.
   - Hold  a retreat to foster/develop collaborative relationships among scientist

2. **Create fellowships and dedicated funds to support career scientists**

   **Action Step(s)**:
   - **Proposal**: Develop guidelines to propose to AOTF including, but not limited to:  (1) types of fellowships; (2) criteria for fellowships; (3) costs; (4) reporting requirements.  ***Joan Rogers, Beth Skidmore, Florence Clark and Joy Hammel to establish a work group.  The group will communicate to members on the progress.***

3. **Develop more academic programs with capacity to create scientist who can contribute to the OT body of knowledge.**

   **Action Step(s):**
   - **Proposal**: Develop a proposal to create a program to identify and develop future leaders (Chairs) for research programs.  Where possible the program should utilize existing materials and content available through leadership development programs existing in other professions and institutions of higher learning. The focus should be on mid-career scientists with tenure. *Carolyn Baum, Wendy Coster, Susy Stark and Neil Harvison to establish a work group. The group will communicate to members on the progress.*

4. **Socialize and train early  and mid-career scientists.**

   **Action Step(s):**
   - **Recognition**: Increase recognition of emerging research stars through avenues such as; (1) an early career scientist awards.   *AOTF Staff* ; (2) recognition through spotlights in publications and websites. *AOTF & AOTA Staff*
   - **Utilize Existing Venues**: Identify opportunities at existing meetings to recognize and fosters socialization of emerging members of the research community. For example: (1) AOTA Annual Conference; *AOTA Staff;* (2) OT Research Summit, OT *Research Summit Organizing Group*; (3) Other organizations: AHRC; ASIA; etc.  *All Members.*  Create an online listserv to foster communication. *AOTA Staff.*
   - **Online Resources**: Coordinate online resources to support emerging scientist. Identify content for socializing early career scientists and doctoral students (career planning, choosing postdoc and first job, Beth has some talks from Mentoring early career scientists at ACRM) *AOTA &  AOTF Staff.*
   - **Prospective Scientists**: Introduce option of becoming a career scientist to prospective students and OT students through: (1) Identification of the Research Track at the AOT Annual Conference; *AOTA Staff;*  (2)  On website and marketing materials identify scientist as viable career choice equal to that of clinical practitioner, *AOTA & AOTF Staff;*  (3) Work with entry-level program faculty to promote science as a potential career path. *AOTA Staff.*

5. **Increase the number of funded scientists who are contributing to the OT body of knowledge.**

   **Action Step(s):**
   - **PCORI**: Continue current strategies to increase opportunities for scientists to be funded by PCORI: (1) Sponsor workshops and webinars on applying for PCORI funding; (2) Facilitate representation on PCORI study sections; and (3) Disseminate resources on PCORI. *AOTA & AOTF Staff.*

- **Diversify options**: Continue to explore funding options through other sources including: AHRQ, VA, DoD, DoE, DoL, Craig Nielson Foundation. It is important to be aware of all funding sources and diversify our applications for funding. *AOTA & AOTF Staff.*
- **NQF Membership**: Foster working relationship with National Quality Forum. *AOTA Staff.*
- **Create a list serve**: To improve communication on new sources and opportunities for funding. *AOTA & AOTF Staff.*