

NEVADA STATE BOARD OF PHYSICAL THERAPY EXAMINERS

NEWSLETTER SPRING 2012

Nevada State Board of Physical Therapy Examiners

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Admitted in Nevada and Missouri

◆LICENSE RENEWAL 2012 VIA ON-LINE◆

Yes, you can renew your license on-line! The process was well-received last year with over 95% of licensees utilizing the on-line system. Please refer to the page 4 in this newsletter for the details on renewing your license.

◆MESSAGE FROM BOARD STAFF ◆

We again encourage licensees to participate in the matters of the Board by attending meetings or submitting suggestions and comments for the Board to address. All matters of the Board are itemized on the Board's agendas and openly discussed at each meeting. We appreciate input from the public and licensees on each item, so please be a part of the process. Meeting agendas are posted to the Board's website in the upper right-hand corner of the main page, and also under the "meetings" tab.

◆DO YOU HAVE A TOPIC YOU WANT THE BOARD TO ADDRESS?◆

Licensees can request the Board to hear any matter under their purview. Such requests should be made using the Request for Appearance form which can be located under the Forms tab on the Board's website.

◆DISCIPLINARY FINES◆

The fines paid by licensees as the result of a complaint are collected by the Board and forwarded to the State General Fund as required by law.

◆"HOW ARE WE DOING?"◆

In November of 2010, the Board placed a link on our website for comments, suggestions, and general feedback. You can remain anonymous, however for a response, contact information is necessary. The messages are monitored by the Chairman and Vice Chairman. Please visit us at www.ptboard.nv.gov. The link is in the upper left-hand corner of the main page.

◆ON-LINE CHANGES OF ADDRESS◆

We encourage licensees to report address changes via the Board's website. Please use this system for ease in reporting changes. A confirmation receipt is immediately available and your recorded change will be updated to the website in a few business days.

◆WEBSITE INFORMATION◆

Have you visited the Board's website lately? The website contains all of the forms needed by licensees and provides Board meeting agendas, Board meeting minutes and the approved courses listing. You can also view information on the meetings held by the Advisory Committee on Continuing Education. Stay informed – visit the website often!

If you have a question about the website, please call the Board office and we will point you in the right direction.

Any questions? Please call the Board office, send us an email or come to a Board meeting. We will be happy to help you!



◆WHAT IS THE ROLE OF PHYSICAL THERAPIST'S TECHNICIANS?◆

The appropriate and legal role of a physical therapist's technician is an often-asked question. In the last Newsletter, the Board requested that all physical therapists complete a survey pertaining to their use of technicians. Although less than 20% of the licensees responded, the information revealed that the use of technicians varies considerably. Many licensees noted that they allow the technician to perform any treatment, at the full discretion of the licensee. Other licensees stated that technicians do not provide any patient care, and are limited to housekeeping duties and the transportation of patients. Some licensee reported that they allow the technician to perform limited treatments.

Please refer to the physical therapy practice act sections:

NRS 640.0216 "Physical therapist's technician" defined. "Physical therapist's technician" means an unlicensed person who performs certain limited activities at the direction of the physical therapist.

NRS 640.310 Supervision by physical therapist while performing treatments related to physical therapy.

1. A physical therapist shall provide immediate supervision of a physical therapist's technician while the technician performs treatments related to physical therapy which have been directed by the physical therapist.
2. As used in this section, "treatment" does not include secretarial, clerical or housekeeping activities, the transportation of a patient or the dressing or undressing of a patient.

NRS 640.016 "Immediate supervision" defined. "Immediate supervision" means that a person is present and immediately available within the treatment area to give aid, direction and instruction to the person he or she is supervising.

NAC 640.595 Physical therapist's technicians. For the purposes of regulating the use of a physical therapist's technician in a physical therapist's practice, the Board will consider any aide or other unlicensed person who performs treatments related to physical therapy which have been directed by a physical therapist, regardless of the title or designation assigned by his or her employer, to be a physical therapist's technician.

Additionally, the Board would like to refer licensees to each individual payor source guidelines pertaining to the use of technicians as well as the Medicare guidelines pertaining to the use of technicians. Licensee should also refer to the CPT code charge descriptions.

The licensees are encouraged to use this information, combined, to better evaluate their use of technicians. The Medicare guidelines can be found at:

Medicare Benefit Policy Manual – Chapter 15: refer to sections 220 and 230.
<https://www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/Downloads/bp102c15.pdf>

A copy of the CPT code charge descriptions is included in this Newsletter, along with language from the Board's practice act regarding physical therapist's technicians. Please use this information to ensure you are utilizing technicians appropriately and legally. We encourage licensees to attend Board meetings to provide their input on matters such as these.

◆PHYSICAL THERAPIST'S ASSISTANTS & THEIR ROLE IN THE CLINICAL INSTRUCTION OF PTA STUDENTS◆

Physical Therapist's Assistants who participate in the clinical education of PTA students are reminded of the following. Per Nevada Administrative Code 640.593, a PTA may participate in the clinical instruction of a student who is enrolled in a curriculum approved by the Board for a PTA, if the licensed PTA and student are under the direct supervision of a PT. The licensed PTA cannot be the primary clinical instructor of a student.

◆DOCUMENTATION BY TECHNICIANS◆

Nevada Administrative Code 640.610 provides the requirements for licensees to document treatment. The licensees shall perform the documentation and cannot assign such documentation to another person. A signature of the licensee following the entry by a technician/staff member is not permitted. Only licensees may document treatments.

◆PTA DOCUMENTATION OF SUPERVISOR◆

Per Nevada Administrative Code 640.650, "a physical therapist's assistant shall include in the notation of each treatment with which he or she is involved the name of the physical therapist who is responsible for the supervision of the physical therapist's assistant".

PTAs must list the full name of their supervising therapist to meet this requirement. A review of patient records during recent inspections revealed that many PTAs are writing only the first or last name of their supervisor. Others have listed the license number of the supervisor. The record must be clear to whoever may view it.

◆WHO CAN BE EMPLOYED AS A REHABILITATION DIRECTOR?◆

The Board does not have provisions in the practice act regarding employment issues. However, only a licensed physical therapist may direct the care of a patient.

Irrespective of a person's title as a Rehabilitation Director, any person in such a position, who is not a licensed physical therapist, cannot direct or provide guidance as to the patient care provided by a licensed PT. Additionally, a person not licensed as a PT cannot provide a review of the patient care provided. The licensed PT maintains control over the care provided to the patients.

A Rehabilitation Director who is not licensed as a PT may not conduct a performance evaluation of a licensed PT. Their review must be limited to items not involving patient care, such as attendance.

Licensed PTAs are not permitted to supervise any staff, by regulation.

◆RETIREMENT OF LAWRENCE P. MOONEY◆

The Board would like to acknowledge Lawrence P. Mooney, who recently retired. Mr. Mooney was licensed as a physical therapist in Nevada in 1966, and served the physical therapy community with unmatched dedication and professionalism until his recent retirement. Mr. Mooney served on the board and worked tirelessly through many legislative sessions to ensure the language in the practice act would protect the public. Mr. Mooney also served the board in his role as Chief Inspector. He was instrumental in creating the process for routine inspections and complaint investigations. He obtained extensive training to perform these duties, including working with the Office of the Attorney General and attending courses specifically designed for regulatory agencies. Licensees frequently commented that Mr. Mooney was the consummate professional, even when investigating complaints. Mr. Mooney treated all licensees with respect and was dedicated to the integrity of the process. Mr. Mooney's contributions to the licensees and the citizens of Nevada have helped shape the Board and we are grateful for his service.

◆BOARD OR ASSOCIATION?◆

Many licensees are unaware that the Nevada State Board of Physical Therapy Examiners (Board) is separate and unrelated to the Nevada Physical Therapy Association (NPTA). All licensees are regulated and subject to the jurisdiction of the Board based on state legislation and regulation. Membership in your professional association is voluntary. The NPTA can be reached at www.nvapta.org.

◆PRACTICE ACT CHANGES◆ UPDATED BOOKLET

The Practice Act, which regulates the practice of physical therapy in Nevada, is comprised of legislation (NRS) and regulation (NAC). Nevada Revised Statute (NRS) contains the statutes (laws) which govern physical therapy. Nevada Administrative Code (NAC) contains the regulations which enhance and further define the laws.

All licensees will receive an updated practice act booklet upon renewal of their license. You can also view the Practice Act via the Board's website at www.ptboard.nv.gov. Simply click on the "Practice Act" tab.

◆ROUTINE INSPECTIONS◆



Each year, the board conducts inspections to determine compliance with all provision of the practice act. The inspection includes a chart audit to ensure the following requirements are being met:

1. Initial evaluation including identification of a problem list, impairment list, or some form of specific assessment related to patient's physical therapy diagnosis [NAC 640.590 (b)]
2. Plan of care, including goals, presented with initial evaluation [NAC 640.590 (c)]
3. PT assessing patient every 7th day of treatment or every 21 days (whichever comes first) [NAC 640.592 (d)]
4. Evidence of patient program review and/or progression [NAC 640.590 (g)(h)(i)(j)]
5. Evidence of discharge evaluation, report, or documentation reflecting patient discharge [NAC 640.590 (l)]
6. Notes for care provided are completed within 72 hours of visit [NAC 640.610 (1b)]

The board currently has three inspectors. They are all licensed and practicing physical therapists who work full-time and perform investigations as cases are received. They also perform the annual inspections as directed by the board. Thank you for your courtesy to these fellow licensees when they visit your facility.

◆DISCIPLINARY ACTIONS ◆

The Board is charged with enforcing the provisions of the practice act. In that regard, licensees may be disciplined for a violation of these provisions. Discipline does not occur without a full and complete investigation, including information provided by the licensee. Disciplines can be located on the Board's website, as well as through the Reports of Occupational Licensing Boards on the Nevada Legislature website. All licensing boards are required to report to this site. The link to the Legislature site is: <http://leg.state.nv.us/App/OL/A/>.

◆ON-LINE LICENSURE RENEWAL◆

We are pleased to offer on-line renewals again this year! The process is simple, fast and secure. Beginning June 1, 2012, you may visit the Board's website and click on the "2012 Licensure Renewal" tab or go directly to:

<https://www.ptboard.nv.gov/renewal/epaylogin.aspx>

In order to access your individual renewal form, you will need to enter your license number, last four digits of your social security number and date of birth.

Once you have gained access, you simply follow the provided instructions. (1) Verify your residential and professional addresses, making changes if necessary. (2) Answer the renewal questions. (3) Enter your continuing education courses. (4) Pay via your checking account. Once completed, your information will be processed to the Board. Your current license (aka renewal certificate) will be mailed to your residential address of record in 2-4 business days.

QUESTIONS AND ANSWERS

Can multiple licenses renew via one transaction?

No. Due to the fact that you are entering personal information to access your individual licensure record, only one license can be renewed per transaction.

Many employers pay the renewal fees for their employees. This is typically performed by sending in multiple renewal forms with one check covering all of the employees. If your renewal fee is paid for by your employer, it is suggested that the employer directly reimburse you.

Can I pay with my credit card or debit card?

No. At this time, the Board will only accept electronic checks. You enter the routing number and checking account number and the renewal fee will be automatically debited from your checking account.

Is it safe to renew on-line?

Yes. The web site uses industry-standard (Secure Sockets Layer) SSL encryption to protect your privacy online. Secure pages are marked by the lock symbol on your screen. We will not store your checking account information on our database. All personal data is encrypted using industry standards.

Will I receive a receipt?

Yes. Once you have completed the process, you may choose to print a receipt. The Board office will not have access to your personal receipt, so please print a receipt for your records. If your employer reimburses your annual renewal fee or if your accountant requires a receipt, you may use this receipt for these purposes.

Will the Board be mailing paper renewal forms?

No. The Board prefers that all licensees take advantage of the on-line renewal system. This system has been created to make renewal easy and secure.

Are paper renewal forms available?

Yes. Upon a *written and signed* request, a licensee may obtain a paper renewal form, pre-printed with their licensure and address information. Please fax or mail in your written request for a paper renewal form. Be sure your request contains your complete name printed legibly, as well as your signature. *The Board office will not accept phone call or email requests for pre-printed paper renewal forms.* We will mail your renewal form to your residential address of record in 1-3 business days.

Blank renewal forms are also available on the Board's website under the forms tab. Please be sure to complete all required areas and complete both pages to avoid having your renewal form returned to you.

I want to renew on-line, but I am not comfortable using a computer. What can I do?

Ask a relative or co-worker to help you. Be certain to ask someone you trust, as you will be entering private information.

How many continuing education units do I need to renew?

The vast majority of licensees require 1.5 units (15 hours) of Board-approved continuing education to renew. No more than .8 units can be obtained from non-clinical courses. Please visit the Board's website to ensure you take only Board-approved courses. Non-approved courses do not count toward your annual requirement.

Can the Board office assist me in the on-line renewal process?

We can certainly answer general questions, however we cannot perform the on-line renewal for you.

What if I don't want to renew my license?

The on-line system allows you to report that you do not intend to renew your license. After entering the system, simply select "*I do not intend to renew my license.*" When prompted "*Are you sure?*" click "*OK.*" We would appreciate that information so we can update your record accordingly.

If you were licensed during the past year,

your continuing education requirement was calculated for you and provided with your initial licensure information. Please refer to that information for your requirement. If you have misplaced that information, you may make a written request via fax or mail, with signature, and we will call you with 1-3 business days with the information.

New licensees who are waived the first year will enter "New Grad" for the provider name, "Waived" for the course name, 1.5 for the units and the date of the renewal for the course date.

Endorsement licensees will enter the course(s) taken to meet their requirement. Any remaining units will be listed as "Ends" for the provider name, "Prorated" for the course name, the units needed to reach 1.5, and the date of the renewal for the course date.