



VIRTUAL/TELECONFERENCE
OCCUPATIONAL THERAPISTS AFFILIATED CREDENTIALING BOARD
Virtual, 4822 Madison Yards Way, Madison
Contact: Tom Ryan (608) 266-2112
June 9, 2026

The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.

AGENDA

9:30 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda (1-3)**
- B. Approval of Minutes of March 10, 2026 (4-6)**
- C. Reminders: Conflicts of Interest, Scheduling Concerns
- D. Introductions, Announcements and Recognition
- E. Administrative Matters – Discussion and Consideration**
 - 1. Department, Staff and Board Updates
 - 2. Board Members – Term Expiration Dates
 - a. Black, Teresa L. – 7/1/2027
 - b. Donovan, Amber M. – 7/1/2027
 - c. Erickson, Terrance C. – 7/1/2027
 - d. Inda, Kari C. – 7/1/2026
 - e. Kearns, Christine – 7/1/2027
 - 3. Wis. Stat. s. 15.085(3)(b) – Biannual Meeting with the Medical Examining Board to Consider Matters of Joint Interest – Update
- F. Legislative and Policy Matters – Discussion and Consideration
- G. Administrative Rule Matters – Discussion and Consideration (7-10)**
 - 1. Scope Statement: OT 5, Relating to Use of Titles (8-9)
 - 2. Pending or Possible Rulemaking Projects (10)
- H. Occupational Therapy (OT) Licensing Compact Report – Discussion and Consideration (11-13)**

- I. Discussion and Consideration of Items Added After Preparation of Agenda:
 1. Introductions, Announcements and Recognition
 2. Administrative Matters
 3. Election of Officers
 4. Appointment of Liaisons and Alternates
 5. Delegation of Authorities
 6. Education and Examination Matters
 7. Credentialing Matters
 8. Practice Matters
 9. Legislative and Policy Matters
 10. Public Health Emergencies
 11. Administrative Rule Matters
 12. Liaison Reports
 13. Board Liaison Training and Appointment of Mentors
 14. Informational Items
 15. Division of Legal Services and Compliance (DLSC) Matters
 16. Presentations of Petitions for Summary Suspension
 17. Petitions for Designation of Hearing Examiner
 18. Presentation of Stipulations, Final Decisions and Orders
 19. Presentation of Proposed Final Decisions and Orders
 20. Presentation of Interim Orders
 21. Petitions for Re-Hearing
 22. Petitions for Assessments
 23. Petitions to Vacate Orders
 24. Requests for Disciplinary Proceeding Presentations
 25. Motions
 26. Petitions
 27. Appearances from Requests Received or Renewed
 28. Speaking Engagements, Travel, or Public Relation Requests, and Reports

J. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85(1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).

- K. Deliberation of Items Added After Preparation of the Agenda
 1. Education and Examination Matters
 2. Credentialing Matters
 3. DLSC Matters
 4. Monitoring Matters
 5. Professional Assistance Procedure (PAP) Matters
 6. Petitions for Summary Suspensions
 7. Petitions for Designation of Hearing Examiner
 8. Proposed Stipulations, Final Decisions and Order
 9. Proposed Interim Orders
 10. Administrative Warnings
 11. Review of Administrative Warnings
 12. Proposed Final Decisions and Orders

13. Matters Relating to Costs/Orders Fixing Costs
14. Case Closings
15. Board Liaison Training
16. Petitions for Assessments and Evaluations
17. Petitions to Vacate Orders
18. Remedial Education Cases
19. Motions
20. Petitions for Re-Hearing
21. Appearances from Requests Received or Renewed

L. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

- M. Vote on Items Considered or Deliberated Upon in Closed Session if Voting is Appropriate
- N. Open Session Items Noticed Above Not Completed in the Initial Open Session
- O. Delegation of Ratification of Examination Results and Ratification of Licenses and Certificates

ADJOURNMENT

NEXT MEETING: SEPTEMBER 15, 2026

**ORAL INTERVIEW OF CANDIDATES FOR LICENSURE
VIRTUAL/TELECONFERENCE**

10:30 A.M. OR IMMEDIATELY FOLLOWING FULL BOARD MEETING

CLOSED SESSION – Reviewing Applications and Conducting Oral Interviews of **Zero (0)** (at the time of agenda publication) Candidates for Licensure and Any Additional Examinations
Added After Agenda Preparation – Teresa Black

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held virtually unless otherwise indicated. In-person meetings are typically conducted at 4822 Madison Yards Way, Madison, Wisconsin, unless an alternative location is listed on the meeting notice. In order to confirm a meeting or to request a complete copy of the board’s agenda, please visit the Department website at <https://dps.wi.gov>. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of any agenda item may be changed by the board for the convenience of the parties. The person credentialed by the board has the right to demand that meeting at which final action may be taken against the credential be held in open session. Requests for interpreters for the hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer or reach the Meeting Staff by calling 608-267-7213.

**VIRTUAL/TELECONFERENCE
OCCUPATIONAL THERAPISTS AFFILIATED CREDENTIALING BOARD
MEETING MINUTES
MARCH 10, 2026**

PRESENT: Teresa Black, Terrance Erickson, Kari Inda, Christine Kearns

ABSENT: Amber Donovan

STAFF: Tom Ryan, Executive Director; Jameson Whitney, Legal Counsel; Nilajah Hardin, Administrative Rules Coordinator; Tracy Drinkwater, Board Administration Specialist; and other Department staff

CALL TO ORDER

Teresa Black, Chairperson, called the meeting to order at 9:07 a.m. A quorum was confirmed with four (4) board members present.

ADOPTION OF AGENDA

Amendments to the Agenda

- *Item H, change “Suffice” to “Suffix”*

MOTION: Christine Kearns moved, seconded by Kari Inda, to adopt the Agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF DECEMBER 16, 2025

MOTION: Terrance Erickson moved, seconded by Christine Kearns, to approve the Minutes of December 16, 2025, as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS

Election of Officers

Chairperson

NOMINATION: Teresa Black nominated Teresa Black for the Office of Chairperson.

Tom Ryan, Executive Director, called for nominations three (3) times.

Teresa Black was elected as Chairperson by unanimous voice vote.

Vice Chairperson

NOMINATION: Teresa Black nominated Kara Inda for the Office of Vice Chairperson. Kara Inda accepted the nomination.

Tom Ryan, Executive Director, called for nominations three (3) times.

Kara Inda was elected as Vice Chairperson by unanimous voice vote.

Secretary

NOMINATION: Teresa Black nominated Christine Kearns for the Office of Secretary. Christine Kearns accepted the nomination.

Tom Ryan, Executive Director, called for nominations three (3) times.

Christine Kearns was elected as Secretary by unanimous voice vote.

2026 ELECTION RESULTS	
Chairperson	Teresa Black
Vice Chairperson	Kari Inda
Secretary	Christine Kearns

Appointment of Liaisons and Alternates

LIAISON APPOINTMENTS	
Credentialing Liaison(s)	Christine Kearns, Amber Donovan <i>Alternate:</i> Teresa Black
Education and Examinations Liaison(s)	Teresa Black, Kari Inda <i>Alternate:</i> Christine Kearns
Monitoring Liaison(s)	Kari Inda <i>Alternate:</i> Christine Kearns
Professional Assistance Procedure Liaison(s)	Kari Inda <i>Alternate:</i> Christine Kearns
Legislative Liaison(s)	Teresa Black <i>Alternate:</i> Terrance Erickson
Travel Authorization Liaison(s)	Teresa Black <i>Alternate:</i> Terrance Erickson
Website Liaison(s)	Terrance Erickson
Compact Liaison(s)	Teresa Black <i>Alternate:</i> Amber Donovan
Screening Panel	Kari Inda, Christine Kearns <i>Alternate:</i> Teresa Black

Delegation of Authorities

Review and Approval of 2025 Delegations including new modifications

MOTION: Christine Kearns moved, seconded by Terrance Erickson, to reaffirm all delegation motions made in 2025, as reflected in the March 10, 2026, agenda materials, which were not otherwise modified or amended during the March 10, 2026, meeting. Motion carried unanimously.

APPENDING THE SUFFIX /L TO CREDENTIALS IN WISCONSIN

MOTION: Christine Kearns moved, seconded by Terrance Erickson, to request DSPS staff draft a scope statement amending OT 5, relating to use of titles. Motion carried unanimously.

DELEGATION OF RATIFICATION OF LICENSES AND CERTIFICATES

MOTION: Terrance Erickson moved, seconded by Christine Kearns, to delegate ratification of examination results to DSPS staff and to ratify all licenses and certificates as issued. Motion carried unanimously.

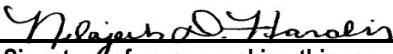
ADJOURNMENT

MOTION: Christine Kearns moved, seconded by Kari Inda, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 9:59 a.m.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Nilajah Hardin Administrative Rules Coordinator		2) Date when request submitted: 5/28/26 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Occupational Therapists Affiliated Credentialing Board			
4) Meeting Date: 6/09/26	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Rule Matters Discussion and Consideration 1. Scope Statement: OT 5, Relating to Use of Titles 2. Pending or Possible Rulemaking Projects	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete Appearance Request for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: Attachments: 1. OT 5 Scope Statement 2. Rule Project Chart Pending Rule Project Page: https://dsps.wi.gov/Pages/RulesStatutes/PendingRules.aspx			
11) Authorization			
 Signature of person making this request		5/28/26 Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

STATEMENT OF SCOPE

Occupational Therapists Affiliated Credentialing Board

Rule No.: Chapter OT 5

Relating to: Use of Titles

Rule Type: Permanent

1. Finding/nature of emergency (Emergency Rule only):

N/A

2. Detailed description of the objective of the proposed rule:

The Occupational Therapists Affiliated Credentialing Board will review Wisconsin Administrative Code Chapter 5 to determine if changes are needed to clarify what types of titles or suffixes may be used by an Occupational Therapist or Occupational Therapy Assistant.

3. Description of the existing policies relevant to the rule, new policies proposed to be included in the rule, and an analysis of policy alternatives:

Chapter OT 5 currently contains the rules of the Occupational Therapists Affiliated Credentialing Board relating to Unprofessional Conduct. The Board has identified the need for a review of these rules to determine if provisions should be added related to the use of titles by licensees. The Board will also review the rules to ensure they are consistent with current professional standards and applicable Wisconsin statutes.

The alternative to evaluating these rules would be that the Board's chapter OT 5 of the Code will continue as it is currently written.

4. Detailed explanation of statutory authority for the rule (including the statutory citation and language):

Section 15.085 (5) (b), Stats., provides that affiliated credentialing boards, such as the Occupational Therapists Affiliated Credentialing Board, "shall promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains . . ."

Section 448.965 (1) (c), Stats., provides the Occupational Therapists Affiliated Credentialing Board may promulgate rules that establish "[s]tandards of practice for occupational therapy, including a code of ethics and criteria for referral."

Section 448.965 (2), Stats. provides that "[t]he affiliated credentialing board may promulgate rules that define the scope of practice of occupational therapy or the scope of assisting in the practice of occupational therapy."

5. Estimate of amount of time that state employees will spend developing the rule and of other resources necessary to develop the rule:

80 hours

6. List with description of all entities that may be affected by the proposed rule:

Wisconsin licensed occupational therapists and occupational therapy assistants.

7. Summary and preliminary comparison with any existing or proposed federal regulation that is intended to address the activities to be regulated by the proposed rule:

None.

8. Anticipated economic impact of implementing the rule (note if the rule is likely to have a significant economic impact on small businesses):

The proposed rule will have minimal to no economic impact on small businesses and the state's economy as a whole.

Contact Person: Nilajah Hardin, Administrative Rule Coordinator, DSPSAdminRules@wisconsin.gov, (608) 267-7139

Approved for publication:

Approved for implementation:

Authorized Signature

Authorized Signature

Date Submitted

Date Submitted

**Occupational Therapists Affiliated Credentialing Board
Rule Projects (updated 5/28/26)**

Clearinghouse Rule Number	Scope #	Scope Expiration	Code Chapter Affected	Relating clause	Current Stage	Next Step
Not Assigned Yet	Not Assigned Yet	TBD	OT 5	Use of Titles	Scope Statement reviewed at 6/9/26 Meeting	Scope Statement Submission to Governor's Office and for Publication in Legislature's Administrative Register (Preliminary Hearing Likely to be Ordered by JCRAR)



Department of
Safety and Professional Services

Tony Evers, Governor
Dan Hereth, Secretary

PRESS RELEASE—Contact DSPS Newsroom at dpsnewsroom@wisconsin.gov

May 29, 2026
DSPS Communications
608-220-1553

Wisconsin Begins Offering Occupational Therapy Compact Privilege *Move improves safety, access for Wisconsin citizens*

Madison, Wis. – Department of Safety and Professional Services (DSPS) Secretary, Dan Hereth, announced this morning that Wisconsin is now offering Occupational Therapy (OT) and Occupational Therapy Assistant (OTA) Compact privileges, becoming the eighth state to open OT Compact applications.

This means OT/OTA professionals credentialed in Wisconsin can now apply for compact privilege to practice in the seven other states currently issuing compact privileges. In addition, OT/OTA professionals with credentials in those seven states can obtain compact privilege to practice in Wisconsin.

“The goal of compacts is to improve access to services, particularly in rural and underserved communities,” Sec. Hereth said. “Joining this compact drastically expands the workforce eligible to practice in Wisconsin, improving access to telehealth, facilitating ease of cross-border practice, and supporting OT recruitment and retention efforts. This all leads to a safer and healthier Wisconsin”

There will be three application methods for interested OTs/OTAs:

- **Home State Approval:** For applicants who already have a Wisconsin OT/OTA license who want a Compact Privilege to Practice in other compact states.

- **Privilege to Practice:** For applicants with a valid OT/OTA license in another compact member state who want a Compact Privilege to Practice in Wisconsin.
- **Home State Conversion:** For applicants who have a valid OT/OTA license in a compact member state and want to designate Wisconsin as their primary state of residence.

“I’m proud of the work our staff has put in to make this day possible. In addition to the normal rulemaking work involved in adding new credential types, joining compacts requires many months of additional work. Our implementation team worked with the Occupational Therapy Compact to integrate credentialing systems, establish fee and jurisprudence requirements, resolve technical and data-transfer issues, refine license upload procedures, and implement the criminal background check process required under the compact,” Sec. Hereth said.

In addition to that criminal background check, applicants will need to create an account with both Compact Connect, the OT Compact data system, and LicenseE, Wisconsin’s online licensing platform. All application methods will be available through LicenseE by logging into a LicenseE account:

- Select “Apply for a License”
- Choose a Category – Health
- Choose a License Type - Occupational Therapist or Occupational Therapy Assistant

Governor Tony Evers signed legislation entering Wisconsin into the OT Compact in 2022, with the Badger State becoming the 10th to join. This proved pivotal because the compact required adoption by 10 states before it could formally implement the governing Compact Commission. Wisconsin’s entry effectively triggered the implementation phase of the national compact, allowing the OT Compact Commission to formally establish its governance structure, adopt bylaws and rules, develop data-sharing and compliance systems, build the application infrastructure, and coordinate operations among participating states.

Wisconsin joins Minnesota, Indiana, Ohio, West Virginia, Virginia, Maryland, and Tennessee in offering OT compact privileges. Meanwhile, more than two dozen additional states are in various stages of operationalizing the OT Compact.

About DSPS

DSPS issues more than 240 unique licenses, administers dozens of boards and councils that regulate professions, enforces state building codes, runs the state fire prevention program, and maintains the award-winning Wisconsin Enhanced Prescription Drug

Monitoring Program, which is a key tool in the multi-faceted public health campaign to stem excessive opioid prescribing. A fee-based agency, DSPS is self-sustaining and receives no general fund tax dollars for its day-to-day operations. With five offices and 250 employees throughout Wisconsin, DSPS collaborates with constituents and stakeholders across a wide range of industries to promote safety and advance the economy.