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administrative staff corner

FSBPT Resources

Jeff Rosa, FSBPT Board of Directors



The Council of Board Administrators was created by the FSBPT bylaws to provide its members a forum to share information relevant to board functions, regulatory practices, practice standards and issues, licensing processes and security, and enforcement issues in the practice of physical therapy. Membership is open to currently or formerly employed administrative staff personnel assisting our 53 Member Boards.

FSBPT Resources

Note: This article was written from one of the presentations at the Council of Board Administrators Forum in Indianapolis on September 20, 2012.

The Federation has a wealth of resources available to physical therapy board administrators to assist us in our job of protecting the public. Here are just some of those resources.

Exam Services

The Jurisdiction Interface is that portion of the Federation's Exam Licensure and Disciplinary Database that board administrators use to track requests to take the NPTE and to manage NPTE scores and reports.

With the move to fixed-date testing, the Federation has made a number of upgrades to the Jurisdiction Interface to make it easier to use.

- In December 2011, we increased the number of days after fixed-date administrations that the transaction moves to an “eligibility expired” status. This way, candidates do not see “eligibility expired” when they go online to check their status right after they test.
- Since there are now a limited number of test dates, a “requested test date” field has been added to the individual eligibility page.
- A column for the candidate’s school name was added to the Authorization to Test (ATT) Summary Report.
- The ATT Summary and New Scores Summary reports can now be run for specific test dates.
- The eligibility processing page can now be searched by “requested test dates.”

Daily emails were changed as well. Administrators now see a column for requested test dates in the “New Online Registration Received” emails. Additionally, “New Score Received” emails were sent earlier in the day to assist administrators in processing scores the same day they were released.

Latest round of upgrades

All of the following upgrades were implemented October 2012.

- School codes were added next to the school name on the eligibility screen.
- An appointment date field was added to the ATT Summary Report so that administrators can see if candidates have scheduled their appointment with Prometric.
- Administrators are now able to do batch printing of score reports by exam date.

ADA requests, which are currently done through a paper process, will become an online process by the end of the year.

Jurisdiction Licensure Reference Guide

This section of the Federation website provides members, students and licensees with all sorts of information regarding physical therapy licensure in each state and also summarizes the information for you. The section is found at <https://www.fsbpt.org/RegulatoryTools/ReferenceGuide/index.asp>.

Surveys are sent to board administrators periodically, but you can update information reported about your board by sending the updated information to communications@fsbpt.org.

Categories of information include the following.

- Number of PTs and PTAs by Jurisdiction
- Initial Licensure
- Renewal of Licenses
- Management of Licenses
- Jurisdiction Board Information

Basis for Disciplinary Actions Definitions and Descriptions

The Healthcare Integrity and Protection Data Bank (HIPDB) is one of two federal data banks created to serve as repositories of adverse actions taken against a healthcare professional's license.

HIPDB originally came out with Basis for Action Codes for these adverse actions without definitions or clarifications. The codes were generic to all medical fields, not specific to physical therapy. Most states share their disciplinary action information with FSBPT so that we can maintain a disciplinary database specifically for physical therapy licensure boards.

With no definitions, physical therapy licensure boards were categorizing similar infractions using different codes. This made it extremely difficult to summarize trends in disciplinary actions taken against PTs and PTAs.

FSBPT developed standard definitions for disciplinary infractions common to the PT community and posted them on the FSBPT website at Regulatory Tools/HIPDB Basis for Action.

Administrators are asked to use this document when reporting HIPDB disciplinary actions to FSBPT and/or HIPDB.

Resources on the “For Members” site

The “For Members” site contains a number of resources for board administrators and members. To log on, go to www.fsbpt.org and click on “Members Login” at the top of the page. Next, click on “Forget your username or password?” in the MEMBERS LOGIN box if you have forgotten or don't know them.

Legislative and Regulatory Tracking

This site tracks legislation and regulation that may impact physical therapy laws and regulations for member jurisdictions.

Resource Papers

You can find resources papers on the following topics:

- Educated as a PT, Testing and Working as a PTA
- Intramuscular Manual Therapy (Dry Needling)
- Rehabilitative Ultrasound Imaging
- Temporary Licensure

Continuing Competence

Based on a directive from the Federation's Delegate Assembly, the Federation has been building a continuing competence system for its physical therapy licensing boards and the licensees themselves.

Why?

Patients have every right to assume that a healthcare provider's license to practice is the government's assurance of his or her current professional competence, and clinicians themselves would like assurance

that those with whom they practice are current and fully competent.

Physical therapy licensing boards have acknowledged their responsibility in this area. They are eager to take on this aspect of public protection for the people living in their state. They want to ensure that the PTs and PTAs licensed to practice in their state continue to be competent throughout their career.

Continuing Competence Website

FSBPT has a website dedicated to continuing competence, www.continuingcompetence.org. The site is for jurisdictions, licensees and providers of continuing competence activities and courses.

Customized Presentations

In addition to the website, Federation staff members can provide customized presentations in person or via webcast (no cost to the jurisdiction) to boards on topics such as:

- The Continuing Competence Model
- The aPTitude system, which is a free resource for PTs and PTAs to maintain the CCU/CEU information and make it available to licensure boards.
- The Practice Review Tools, which were created by FSBPT to allow PTs to compare their knowledge, skills and abilities to current entry-level practice. They are also an opportunity to review PT fundamentals.
- ProCert activity certification
- Jurisprudence assessment tool development and administration.

Support of your state's continuing competence initiative

FSBPT staff can assist your board with drafting/reviewing continuing competence language in rules or regulations; will research questions for you regarding continuing competence; will walk you through the continuing competence decision tree tool; and finally, will assist you in writing communiqués to licensees and stakeholders regarding continuing competence.

Jeff Rosa has served on the Federation Board of Directors since 2008. He is the current Executive Director of the Ohio Occupational Therapy, Physical Therapy, and Athletic Trainers (OTPTAT) Board. Jeff has been with the Board since October 2003. Prior to joining the Board, he served as the Legislative/Regulatory Specialist with the Ohio Board of Nursing. He also spent six years as a budget analyst with the Ohio Legislative Service Commission, the Ohio General Assembly's non-partisan research office.

Jeff has been involved with the Federation since 2004. He served as the Chair of the FSBPT Council of Board Administrators in 2005 and 2008 and was a member of the FSBPT Finance Committee and Education Committee. Jeff received the Outstanding Service Award from the FSBPT in September 2006.