



TENNESSEE BOARD OF OCCUPATIONAL THERAPY

Policy Statement on Non-Compliance with Continued Competence

Occupational Therapists and Occupational Therapy Assistants in Tennessee are required to demonstrate continued competence by obtaining twenty-four (24) continued competence credits in the two (2) calendar years that precede the licensure renewal year. (Please refer to the Board's rule Tenn. Comp. R. & Regs. 1150-2-.12 for complete information regarding the continued competence requirements.)

Should the Tennessee licensed Occupational Therapist or Occupational Therapy Assistant fail to comply with the continued competence requirement for the two (2) calendar year period preceding the licensure renewal year, the following shall occur:

1. Prior to the institution of any disciplinary proceedings, a letter shall be sent from the board's administrative office to licensee's last known address of record in the board's office stating the deficiency and asking that licensee cure the deficiency within ninety (90) days from the date of notification. If the deficiency is cured within the ninety (90) days grace period, no disciplinary action shall ensue.
2. If the Tennessee licensed Occupational Therapist or Occupational Therapy Assistant fails or refuses to cure the deficiency after ninety (90) days from the date of notification, the Board will present to the licensee an Agreed Citation which specifies a payment of civil penalty in the amount of one hundred dollars (\$100.00). Payment is due within thirty (30) days of notification from the Board.
3. The licensee must make up the deficient continued competence credit hours that he/she is lacking. Documented proof of the deficient hours must be submitted to the Board upon completion, but no later than the following calendar year. These deficient hours are in addition to the twenty-four (24) continued competence credit hours required to be completed in the current renewal cycle. Documented proof must be submitted to the Board upon completion.

Failure to execute the Agreed Citation and/or remit the civil penalty described therein within thirty (30) days of the date the Agreed Citation is sent to licensee, or if the licensee fails to respond to a Board request for documentation or make up deficient continued competence credit hours after notification by the Board may result in further disciplinary action.

**Adopted by the Board of Occupational Therapy on March 12, 2009.
Amended and Ratified by the Board of Occupational Therapy on March
16, 2017.**