

TITLE 16 OCCUPATIONAL AND PROFESSIONAL LICENSING
CHAPTER 15 OCCUPATIONAL THERAPISTS
PART 2 LICENSING REQUIREMENTS

16.15.2.1 ISSUING AGENCY: Board of Examiners for Occupational Therapy
[6/14/1997; 16.15.2.1 NMAC - Rn & A, 16 NMAC 15.2.1, 6/29/2000]

16.15.2.2 SCOPE: All those individuals who wish to practice occupational therapy in the state of New Mexico.
[6/14/1997; 16.15.2.2 NMAC - Rn, 16 NMAC 15.2.2, 6/29/2000]

16.15.2.3 STATUTORY AUTHORITY: Section 61-12A-6 NMSA 1978.
[6/14/1997; 16.15.2.3 NMAC - Rn, 16 NMAC 15.2.3, 6/29/2000]

16.15.2.4 DURATION: Permanent.
[6/14/1997; 16.15.2.4 NMAC - Rn, 16 NMAC 15.2.4, 6/29/2000]

16.15.2.5 EFFECTIVE DATE: June 14, 1997, unless a later date is cited at the end of a section.
[6/14/1997; 16.15.2.5 NMAC - Rn & A, 16 NMAC 15.2.5, 6/29/2000]

16.15.2.6 OBJECTIVE: To outline the application, examination, provisional permit, and renewal requirements.
[6/14/1997; 16.15.2.6 NMAC - Rn, 16 NMAC 15.2.6, 6/29/2000]

16.15.2.7 DEFINITIONS: [Reserved]
[6/14/1997; 16.15.2.7 NMAC - Rn, 16 NMAC 15.2.7, 6/29/2000; A, 1/30/2015; A, 2/24/2022; Repealed, 6/27/2023]

16.15.2.8 EXAMINATION:

A. The examination prescribed by the board is the national board for certification in occupational therapy examination for an occupational therapist registered or certified occupational therapy assistant. All applicants for licensure, pursuant to the Occupational Therapy Act, must obtain a passing grade on the examination, as determined by the national board for certification in occupational therapy (NBCOT), in order to be eligible for licensure.

B. The board requires each applicant to pass an examination on the state laws, rules and regulations that pertain to the practice of occupational therapy in New Mexico. All applicants for licensure must take the New Mexico jurisprudence exam and have a passing score of eighty percent, based on a total available score of one-hundred percent. Any applicant who fails to pass the jurisprudence examination may retake the exam upon receipt of the required fees.
[6/14/1997; 16.15.2.8 NMAC - Rn, 16 NMAC 15.2.8, 6/29/2000; A, 4/3/2003]

16.15.2.9 INITIAL APPLICATION FOR LICENSURE:

- A.** An application ~~packet~~ may be ~~obtained~~ accessed from the state licensure board ~~office~~ online professional licensing system.
- B.** The application must be submitted on the board online professional licensing system. ~~completed forms as supplied by the board.~~
- C.** ~~A photograph of the applicant taken within six months prior to filing application must be submitted with the application. (Passport size recommended; scanned or computer-generated photographs must be printed on photo-quality paper).~~
- D.** Application fees in the form of online payment ~~a check or money order~~ must be submitted in full with the application. ~~Personal checks may delay processing of your application for up to 10 days.~~
- E.** Verification of registration or certification may be provided in any of the following ways.
- (1)** Written verification must be received by the board directly from the national board for certification in occupational therapy (NBCOT) certifying ~~that~~ the applicant's initial certification ~~is active and in good standing.~~
- (2)** Written verification of initial certification must be received by the board directly from the national board for certification in occupational therapy (NBCOT) and verification of licensure from each state in

which the applicant has been licensed. Such proof of licensure must be received by the board directly from the state boards where currently and previously licensed. For applicants who practiced in states that do not require licensure, written verification of employment shall be received by the board office directly from the applicant's previous employers on a verification of employment form to be provided by the board.

F. An occupational therapy assistant (OTA), shall file with the board a signed, current statement of supervision by the occupational therapist (OT) who will be responsible for the supervision of the occupational therapy assistant (OTA) within 20 business days of starting employment as an OTA. Both the supervisor and supervisee carry responsibility for notifying the board within 10 work days when there is a change of supervisor.

G. On-line applications will require an **online attestation and digital signature**. ~~notarized signature card be filed with the board office.~~

H. All licenses are the property of the board and shall forthwith be returned to the board, if requested.

I. No license is valid without the official board seal.

J. Convictions for any of the following offenses, or their equivalents in any other jurisdiction are disqualifying criminal convictions that may disqualify an applicant from receiving or retaining a license issued by the board:

- (1) crimes involving homicide; murder, manslaughter, or resulting in death;
- (2) crimes involving human trafficking, or trafficking in controlled substances;
- (3) kidnapping, false imprisonment, assault, aggravated assault, battery or aggravated battery;
- (4) rape, criminal sexual penetration, criminal sexual contact, incest, indecent exposure, prostitution, or other sexual crimes;
- (5) crimes involving great bodily harm, adult abuse, injury to pregnant woman, child abuse, neglect, abandonment, stalking, aggravated stalking, custodial interference, unlawful interference with custody, sabotage, financial exploitation, exploitation of a care facility resident's property, or criminal damage to property of a household member;
- (6) contributing to the delinquency of a minor, unlawful carrying of a deadly weapon on school premises, unlawful carrying of a firearm in an establishment licensed to dispense alcoholic beverages, or a felon in possession of a firearm;
- (7) crimes involving the unauthorized distribution of sensitive images;
- (8) crimes involving ransom, robbery, larceny, extortion, burglary, sabotage, fraud, forgery, embezzlement, identity theft, credit card fraud or unauthorized use of a credit card; receiving stolen property, stolen vehicles, money laundering, or burglary tools;
- (9) crimes involving unlawful taking, embezzlement or fraudulently obtaining a vehicle or motor vehicle;
- (10) crimes involving making a bomb scare, arson, explosives, incendiary devices, facsimile bombs, hoax explosives, deadly weapons, or firearms;
- (11) crimes involving seizing or exercising control of a bus by force or violence or by threat of force or violence;
- (12) Violation of Partial-Birth Abortion Ban Act or the Endowed Care Cemetery Act;
- (13) crimes involving the unlawful disposal of, use or sale of an unclaimed body;
- (14) intentionally hampering, obstructing, tampering or destroying a monitoring device or a recording made by a monitoring device installed in a facility pursuant to the Patient Care Monitoring Act;
- (15) crimes involving the second or subsequent offense of certain prohibited acts of the owner of a dangerous or potentially dangerous dog in the Dangerous Dog Act;
- (16) crimes involving cruelty to animals, dog fighting, cockfighting, unlawful tripping of an equine causing the maiming, crippling or death of the equine, injury to police dog, police horse or fire dog;
- (17) crimes involving the use of telephone to terrify, intimidate, threaten, harass, annoy or offend;
- (18) crimes involving the use of any firearm, destructive device or technique capable of causing injury or death to any person with the intent that the knowledge or skill taught, demonstrated or gained be unlawfully used in furtherance of a civil disorder;
- (19) violations of the Model State Commodity Code, the New Mexico Uniform Securities Act, the Mortgage Loan Company Act, Uniform Money Services Act, or the New Mexico Mortgage Loan Originator Licensing Act;
- (20) crimes involving procuring or attempting to procure telecommunications service by theft or intentional damage of, communications or public utility equipment, whether customer or utility-owned, which

created a public safety hazard or causes a disruption of communications services or public utility services to 10 or more households;

- (21) crimes involving violations of the Election Code;
- (22) crimes involving bribery, intimidating witnesses, retaliation against a witness, tampering with evidence, tampering with public records, performing an official act for personal gain, demanding or receiving a bonus, gratuity or bribe, unlawful interest in a contract involving an irrigation district, or receiving profits derived from an unlawful interest in a contract involving an irrigation district, or unlawful interest in a public contract;
- (23) crimes involving jury tampering, impersonating a peace officer, or disarming a peace officer;
- (24) crimes involving escape from custody, community custody release program, jail or penitentiary, or fleeing a law enforcement officer;
- (25) crimes involving unlawful rescue, procuring escape, or conniving at, aiding or assisting escape of a person confined or held in lawful custody or confinement, or harboring or aiding a felon;
- (26) crimes involving furnishing articles for a prisoner's escape, furnishing drugs or liquor to a prisoner, or bringing contraband into a prison or jail;
- (27) crimes involving tax evasion or tax fraud;
- (28) willful failure to collect and pay over taxes;
- (29) crimes involving attempts to evade or defeat any tax;
- (30) crimes involving paying or receiving public money for services not rendered;
- (31) crimes involving violations of the Cigarette Tax Act, including packaging cigarettes and counterfeit stamps;
- (32) crimes involving violations of the Cigarette Enforcement Act;
- (33) crimes involving the Savings and Loan or the Credit Union Act;
- (34) crimes involving perjury, false swearing of oath or affidavit, false voting, falsifying documents, filing false documents, making false statements, making an unauthorized withdrawals, obtaining information under false pretenses, or providing the credit bureau information of a consumer to an entity who is not authorized to receive that information;
- (35) crimes involving an act or omission, with intent to defraud, expressly declared to be unlawful by the Banking Act,
- (36) crimes involving altering or changing engine or other number of a vehicle or motor vehicle;
- (37) crimes involving any contractor or subcontractor justly indebted to a supplier of material or labor who accepts payment for construction and knowingly and intentionally applies the proceeds to a use other than paying those persons with whom he contracted;
- (38) crimes involving knowingly authorizing or assisting in the publication, advertising, distribution or circulation of any false statement or representation concerning any subdivided land offered for sale or lease, or with knowledge that any written statement relating to the subdivided land is false or fraudulent, issuing, circulating, publishing or distributing it;
- (39) crimes involving making or permitting a false public voucher;
- (40) crimes involving a false public voucher, false reports, uttering false statements, paying or receiving public money for services not rendered;
- (41) crimes involving violations of the New Mexico Uniform Securities Act;
- (42) crimes involving extortionate extensions of credit or racketeering;
- (43) crimes involving the Pyramid Promotional Scheme Act or Antitrust Act;
- (44) crimes involving the unlawful request, receipt, or offer to another that is exchanged for the promised performance of an official act, or illegal kickbacks;
- (45) failing to comply with the registration or verification requirements of the Sex Offender Registration and Notification Act;
- (46) crimes involving the practice of medicine, dentistry, optometry or osteopathic medicine without a license or authorization of the appropriate regulating authority;
- (47) second or subsequent conviction of Chiropractic Physician Practice Act;
- (48) crimes involving certain violations of the Optometry Act;
- (49) crimes involving the Medicaid Fraud Act,
- (50) fourth or subsequent conviction for driving under the influence of intoxicating liquor or drugs;

Act;

(51) crimes involving controlled substances, including violations of the Controlled Substances Act;

(52) crimes involving violations of the Drug Precursor Act or the Drug, Device and Cosmetic Act;

(53) crimes involving violations of the New Mexico Subdivision Act or the Mortgage Foreclosure Consultant Prevention Act;

(54) misuse of funds;

(55) intent to defraud uses on a public security or instrument of payment;

(56) crimes involving a violation of the Governmental Conduct Act; or

(57) an attempt, solicitation, or conspiracy involving any of the felonies in this subsection.

K. the board shall not consider the fact of a criminal conviction as part of an application for licensure unless the conviction in question is one of the disqualifying criminal convictions listed in Subsection J of this rule.

L. the board shall not deny, suspend or revoke a license on the sole basis of a criminal conviction unless the conviction in question is one of the disqualifying convictions listed in Subsections J of this rule.

M. nothing in this rule prevents the board from denying an application or disciplining a licensee on the basis of an individual's conduct to the extent that such conduct violated the Occupational Therapy Act, regardless of whether the individual was convicted of a crime for such conduct or whether the crime for which the individual was convicted is listed as one of the disqualifying criminal convictions listed in Subsection J of this rule.

N. in connection with an application for licensure, the board shall not use, distribute, disseminate, or admit into evidence at an adjudicatory proceeding criminal records of any of the following:

(1) an arrest not followed by a valid conviction;

(2) a conviction that has been sealed, dismissed, expunged or pardoned;

(3) a juvenile adjudication; or

(4) a conviction for any crime other than the disqualifying criminal convictions listed in Subsection J of this rule.

[6/14/1997; 2/14/1998; 16.15.2.9 NMAC - Rn, 16 NMAC 15.2.9, 6/29/2000; A, 4/3/2003; A, 8/29/2005; A, 1/30/2015; A 2/24/2022]

16.15.2.10 PROVISIONAL PERMITS:

A. Any persons who have completed the education and experience requirements of the occupational therapy act and who have applied for the national board for certification in occupational therapy (NBCOT) examination may apply for a provisional permit.

B. The provisional permit allows the applicant to practice occupational therapy under the supervision of a licensed occupational therapist as defined in 16.15.3 NMAC.

C. The provisional permit is in effect for a maximum of six months after issuance. Failure to sit for the NBCOT examination within six months automatically voids the provisional permit. A license may be issued when results of the examination have been made public.

D. The provisional permit will automatically be invalidated upon notice to the board that the applicant has failed the examination.

E. Any previous failures of the NBCOT certification exam will prevent a person from obtaining a provisional permit.

F. Persons practicing on a provisional permit shall file with the board a signed current statement of supervision by the occupational therapist or occupational therapists (OT or OTs) who will be responsible for the supervision of the person practicing on a provisional permit. Both the supervisor and supervisee carry responsibility for notifying the board within 10 work days when there is a change of supervisor.

G. Persons practicing on a provisional permit pending certification as an occupational therapy assistant (OTA) or an occupational therapist (OT) are not eligible to supervise. (Refer 16.15.3 NMAC)

H. All provisional permits are the property of the board and shall forthwith be returned to the board, if requested.

I. The provisional permit requires the official board seal and is valid for no more than six months.

[6/14/1997; 16.15.2.10 NMAC - Rn, 16 NMAC 15.2.10, 6/29/2000; A, 4/3/2003; A, 2/24/2022]

16.15.2.11 EDUCATIONAL PROGRAMS:

A. The occupational therapy educational program completed by the occupational therapist or occupational therapy assistant must have been accredited by the the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA).

B. Occupational therapists trained outside the United States must have had their education accepted by the national board for certification in occupational therapy. The board must receive written verification in the form of an eligibility letter received by the board directly from the national board for certification in occupational therapy (NBCOT).

[6/14/1997; 16.15.2.11 NMAC - Rn, 16 NMAC 15.2.11, 6/29/2000]

16.15.2.12 LICENSURE BY ENDORSEMENT: Applicants for licensure by reciprocity from other states, must submit all of the requirements as set forth in 16.15.2.9 NMAC. All application information is subject to verification by the board.

[6/14/1997; 16.15.2.12 NMAC - Rn, 16 NMAC 15.2.12, 6/29/2000; A, 4/3/2003]

16.15.2.13 ANNUAL RENEWAL:

A. Annual renewal fees must be remitted when due or license will expire automatically.

B. Licenses may be renewed upon receipt of a renewal application submitted ~~on the form provided by the board, or~~ via on-line renewal application through the board's on-line professional licensing system, the applicable annual renewal fee, and proof of continuing education requirements pursuant to regulations of the board.

C. The annual renewal date is October 1st of each year. All licenses issued by the board will expire on September 30th of each year.

D. At the time of renewal, an occupational therapy assistant shall confirm no changes to the statement of supervision filed at the time of initial application. If a change in supervision has occurred, a new statement of supervision must be submitted along with the completed renewal application.

E. Expedited license renewals and fees are issued pursuant to 16.15.7.11 NMAC and 16.15.7.13 NMAC.

F. All licensees are required will have to sign an affidavit within the renewal attesting to the completion of the required hours of continuing education and the licensee shall retain all documentation of attendance for the previous cycle immediately preceding the current renewal.

G. Upon renewal, all licensees are required to attest to knowledge of current rules governing the practice of occupational therapy in the state of New Mexico.

[6/14/1997; 16.15.2.13 NMAC - Rn & A, 16 NMAC 15.2.13, 6/29/2000; A, 4/3/2003; A 2/24/2022; A, 6/27/2023]

16.15.2.14 EXPIRED LICENSE OR NON-PRACTICE:

A. A license not renewed on the annual renewal date is expired.

B. Validation of competency for applicants who have not practiced since his or her graduation from an occupational therapy program, or who have not practiced as an occupational therapist or occupational therapy assistant for a period of more than ~~one year~~ ~~three years~~, full licensure requires the following;

(1) a completed application form as required under 16.15.2.9 NMAC;

(2) passage of the jurisprudence exam;

(3) 15 continuing education contact hours for each year the applicant was not practicing as an occupational therapist or occupational therapy assistant, not to exceed 75 hours (course work to be pre-approved by the board);

(4) the board may require the applicant to provide or demonstrate additional evidence of his or her competency to practice (e.g. passage of the national board for certification in occupational therapy exam, AOTA courses, university sponsored courses, supervision or mentorship.)

[6/14/1997; 16.15.2.14 NMAC - Rn & A, 16 NMAC 15.2.14, 6/29/2000; A, 4/3/2003; A, 8/29/2005; A, 1/30/2015; A, 2/24/2022]

16.15.2.15 INACTIVE LICENSE:

A. A license in good standing may be transferred to inactive status upon written request to the board. Such request shall be made prior to the expiration of the license.

B. An annual inactive fee must be submitted to the board. (Refer to Part 6, Fee Schedule).

C. A licensee may reactivate the license upon submission of the following:

(1) ~~An online renewal~~ application form.

(2) Payment of the annual renewal fee for the year in which the licensee wishes to reactivate.

(3) Proof of continuing education units for each year of inactive status.

- (4) Additional proof of competency as requested and prescribed by the Board will be required after five (5) years of an inactive license.
 - (5) Passage of the jurisprudence exam.
 - (6) Completion of a verification of employment form for licensees who have practiced outside New Mexico while on inactive status.
- [6/14/1997; 16.15.2.15 NMAC - Rn, 16 NMAC 15.2.15, 6/29/2000; A, 4/3/2003; A, 1/30/2015]

16.15.2.16 REINSTATEMENT OF LICENSURE:

A. Reinstatement of a New Mexico occupational therapist or occupational therapy assistant license that has lapsed for less than one year requires the following:

- (1) completion of the renewal form;
- (2) payment of late fee;
- (3) proof of the required continuing education contact hours;
- (4) passage of the jurisprudence examination and
- (5) ~~submit a notarized statement~~ **attest through online response**, by the therapist, that they have not practiced occupational therapy in New Mexico while their license was expired.

B. Reinstatement of an occupational therapist or occupational therapy assistant license that has lapsed in New Mexico for more than one year, where there is evidence of continued practice with an unrestricted license/registration/certification in another state requires the following:

- (1) completion of the initial application;
- (2) payment of the application;
- (3) payment of the current year renewal fee;
- (4) proof of 15 continuing education hours for each year of the lapsed New Mexico license; not to exceed 75 hours or where there is evidence of continued practice with an unrestricted license, registration or certification from another U.S. jurisdiction as well as evidence of meeting the continuing education requirement in that same U.S. jurisdiction during the period of lapse;
- (5) passage of the jurisprudence examination; and
- (6) verification of all current, valid unrestricted licenses/registrations/certifications from other U.S. jurisdictions; verifications may be received by the board via regular mail, electronic mail, or facsimile; verifications must be signed and dated by an official of the agency licensing the applicant and include the following data:

- (a) name and address of the applicant;
 - (b) license/registration/certification number and date of issuance;
 - (c) expiration date of the license/registration/certification;
 - (d) a statement of whether the applicant was denied a license/registration/certification by the agency;
 - (e) a statement of whether any disciplinary action is pending or has been taken against the applicant; and;
 - (f) receipt of verification of employment for states not requiring licensure, registration, or certification.
- [16.15.2.16 NMAC - N, 8/29/2005; A, 1/30/2015; A, 2/24/2022]

16.15.2.17 PROVISIONS FOR EMERGENCY LICENSURE:

A. Occupational therapists and occupational therapy assistants currently licensed and in good standing, or otherwise meeting the requirements for New Mexico licensure in a state in which a federal disaster has been declared, may be licensed in New Mexico during the four months following the declared disaster upon:

- (1) a completed **online** application **and fee, signed and attested by the applicant** ~~signed and notarized and accompanied by proof of identity, which may consist of a copy of a driver's license, passport or other photo identification issued by a governmental entity;~~
- (2) proof of successful completion of the national board for certification in occupational therapy (NBCOT) and New Mexico jurisprudence exam;
- (3) verification of licenses held in other states and verification of employment if applicable. (verification may be obtained by mail, fax or **written communication email**, through online verification from the state of licensure)
- (4) proof or documentation of residency and employment in the area of the federal disaster.

B. The board may waive the following requirements for licensure:

- (1) application fee's prorated for four months;
 - (2) the specific forms required under 16.15.2.9 NMAC if the applicant is unable to obtain documentation from the federal declared disaster areas.
- C. Nothing in this section shall constitute a waiver of the requirements for licensure contained in the board's rules and regulations.
- D. Licenses issued under (this emergency provision) shall expire four (4) months following the date of issue, unless the board or an agent of the board approves a renewal application. Application for renewal shall be made on or before October 1, following the date of issue to avoid late renewal fees. The board reserves the right to request additional documentation, including but not limited to, recommendation forms and work experience verification forms prior to approving license renewal.
[16.15.2.17 NMAC - N/E, 11/16/2005; A, 1/30/2015]

16.15.2.18 EMERGENCY LICENSURE TERMINATION:

- A. The emergency license shall terminate upon the following circumstances:
 - (1) the issuance of a permanent license under 16.15.2.9 NMAC; or
 - (2) proof that the emergency license holder has engaged in fraud deceit, misrepresentation in procuring or attempting to procure a license under this section.
- B. Termination of an emergency license shall not preclude application for permanent licensure.
[16.15.2.18 NMAC - N/E, 11/16/2005]

16.15.2.19 [Reserved]

[16.15.2.19 NMAC - N, 1/30/2015; A, 2/13/2015; A 2/24/2022; Repealed, 6/27/2023]

HISTORY of 16.15.2 NMAC:

Pre-NMAC History: Material in this Part was derived from that previously filed with State Records and Archives:
BOTP 84-1, Licensing Regulations, filed 12/10/1984.
BOTP 90-1, Licensing Regulations, filed 4/27/1990.
Rule 92-1, Licensing Regulations, filed 4/15/1992.
Rule 95-1, Licensing Regulations, filed 2/14/1995.
Rule 95-1, Licensing Regulations, filed 4/13/1995.

History of the Repealed Material: [RESERVED]