

**State of California
Office of Administrative Law**

In re:
Board of Occupational Therapy

Regulatory Action:

Title 16, California Code of Regulations

Adopt sections:

Amend sections: 4110, 4111, 4112, 4114

Repeal sections:

**NOTICE OF APPROVAL OF REGULATORY
ACTION**

Government Code Section 11349.3

OAL Matter Number: 2025-0502-05

OAL Matter Type: Regular (S)

This rulemaking action by the Board of Occupational Therapy amends regulations relating to the procedures for submission of applications for licenses and limited permits.

OAL approves this regulatory action pursuant to section 11349.3 of the Government Code. This regulatory action becomes effective on 10/1/2025.

Date: June 16, 2025



**Kevin D. Hull
Senior Attorney**

**For: Kenneth J. Pogue
Director**

**Original: Heather Martin, Executive
Officer**

Copy: Ranjila Sandhu

NOTICE PUBLICATION/REGULATIONS COMMISSION

STD. 400 (REV. 10/2019)

REGULAR

For use by Secretary of State only

OAL FILE NUMBERS	NOTICE FILE NUMBER Z-	REGULATORY ACTION NUMBER 2025-0502-055	EMERGENCY NUMBER
For use by Office of Administrative Law (OAL) only			
NOTICE		REGULATIONS	
AGENCY WITH RULEMAKING AUTHORITY California Board of Occupational Therapy			

ENDORSED - FILED
in the office of the Secretary of State
of the State of California

JUN 16 2025

1:52 pm
*[Signature]*OFFICE OF ADMIN. LAW
2025 MAY 2 @ 4:51 PM**A. PUBLICATION OF NOTICE (Complete for publication in Notice Register)**

1. SUBJECT OF NOTICE		TITLE(S)	FIRST SECTION AFFECTED	2. REQUESTED PUBLICATION DATE
3. NOTICE TYPE <input type="checkbox"/> Notice re Proposed Regulatory Action <input type="checkbox"/> Other		4. AGENCY CONTACT PERSON	TELEPHONE NUMBER	FAX NUMBER (Optional)
OAL USE ONLY	ACTION ON PROPOSED NOTICE <input type="checkbox"/> Approved as Submitted <input type="checkbox"/> Approved as Modified <input type="checkbox"/> Disapproved/Withdrawn		NOTICE REGISTER NUMBER 202507-2	PUBLICATION DATE 2/14/25

B. SUBMISSION OF REGULATIONS (Complete when submitting regulations)

1a. SUBJECT OF REGULATION(S) Applications		1b. ALL PREVIOUS RELATED OAL REGULATORY ACTION NUMBER(S)	
2. SPECIFY CALIFORNIA CODE OF REGULATIONS TITLE(S) AND SECTION(S) (Including title 26, if toxics related)			
SECTION(S) AFFECTED (List all section number(s) individually. Attach additional sheet if needed.)		ADOPT	
TITLE(S) 16		AMEND 4110, 4111, 4112, 4114	
3. TYPE OF FILING		REPEAL	
<input checked="" type="checkbox"/> Regular Rulemaking (Gov. Code §11346) <input type="checkbox"/> Certificate of Compliance: The agency officer named below certifies that this agency complied with the provisions of Gov. Code §§11346.2-11347.3 either before the emergency regulation was adopted or within the time period required by statute. <input type="checkbox"/> Emergency Readopt (Gov. Code, §11346.1(h)) <input type="checkbox"/> Changes Without Regulatory Effect (Cal. Code Regs., title 1, §100)			
<input type="checkbox"/> Resubmittal of disapproved or withdrawn nonemergency filing (Gov. Code §11349.3, 11349.4) <input type="checkbox"/> File & Print <input type="checkbox"/> Print Only			
<input type="checkbox"/> Emergency (Gov. Code, §11346.1(b)) <input type="checkbox"/> Resubmittal of disapproved or withdrawn emergency filing (Gov. Code, §11346.1) <input type="checkbox"/> Other (Specify) _____			
4. ALL BEGINNING AND ENDING DATES OF AVAILABILITY OF MODIFIED REGULATIONS AND/OR MATERIAL ADDED TO THE RULEMAKING FILE (Cal. Code Regs. title 1, §44 and Gov. Code §11347.1) N/A			
5. EFFECTIVE DATE OF CHANGES (Gov. Code, §§ 11343.4, 11346.1(d); Cal. Code Regs., title 1, §100)			
<input checked="" type="checkbox"/> Effective January 1, April 1, July 1, or October 1 (Gov. Code §11343.4(a)) <input type="checkbox"/> Effective on filing with Secretary of State <input type="checkbox"/> \$100 Changes Without Regulatory Effect <input type="checkbox"/> Effective other (Specify) _____			
6. CHECK IF THESE REGULATIONS REQUIRE NOTICE TO, OR REVIEW, CONSULTATION, APPROVAL OR CONCURRENCE BY, ANOTHER AGENCY OR ENTITY			
<input checked="" type="checkbox"/> Department of Finance (Form STD. 399) (SAM §6660) <input type="checkbox"/> Fair Political Practices Commission <input type="checkbox"/> State Fire Marshal			
<input checked="" type="checkbox"/> Other (Specify) Kimberly Kirchmeyer, Director, Department of Consumer Affairs <i>Kimberly Kirchmeyer</i>			
7. CONTACT PERSON Ranjila Sandhu		TELEPHONE NUMBER 916-263-2294	FAX NUMBER (Optional) E-MAIL ADDRESS (Optional) Ranjila.Sandhu@dca.ca.gov

8. I certify that the attached copy of the regulation(s) is a true and correct copy of the regulation(s) identified on this form, that the information specified on this form is true and correct, and that I am the head of the agency taking this action, or a designee of the head of the agency, and am authorized to make this certification.

SIGNATURE OF AGENCY HEAD OR DESIGNEE <i>Austin Porter</i> <small>Austin Porter (Page 26, 10/25/09 547105)</small>	DATE 04/29/2025
TYPED NAME AND TITLE OF SIGNATORY Austin Porter, Interim Executive Officer, California Board of Occupational Therapy	

For use by Office of Administrative Law (OAL) only

ENDORSED APPROVED

JUN 16 2025

Office of Administrative Law

DEPARTMENT OF CONSUMER AFFAIRS
TITLE 16. CALIFORNIA BOARD OF OCCUPATIONAL THERAPY

**Order of Adoption
Applications**

Legend:	Added text is indicated with an <u>underline</u> . Omitted text is indicated by (* * * *) Deleted text is indicated by strikeout .
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Amend section 4110 of Division 39, Title 16 of the California Code of Regulations to read as follows:

§ 4110. Application for Licensure

(a) An application for a license or limited permit shall be submitted on the form entitled Initial Application for Licensure, Form ILA, (Rev. 9/2020), hereby incorporated by reference, or by providing the same information via on-line submission, ~~if available~~, and shall contain the information required by sections 30, 144, 851, 2570.5, 2570.6, 2570.7, 2570.8, 2570.9, 2570.14, and 2570.16 of the Code and Family Code section 17520, accompanied by the appropriate fees.

(b) An application for a license or limited permit shall be deemed 'received' by the board upon receipt of the application and payment of the application fee, whichever occurs last.

(c) For an applicant applying for licensure pursuant to section 2570.15 of the Code, "substantially equal" means that the applicant has successfully completed the academic requirements of an educational program, including the educational program and supervised fieldwork requirements, for an occupational therapist or an occupational therapy assistant that are approved by the board and approved by the foreign credentialing review process of the National Board for Certification in Occupational Therapy (NBCOT), the American Occupational Therapy Certification Board, or the American Occupational Therapy Association.

Note: Authority cited: Section 2570.20, Business and Professions Code. Reference: Sections 30, 114.5, 144, 850, 851, 2570.5, 2570.6, 2570.7, 2570.8, 2570.9, 2570.14, 2570.15 and 2570.16, Business and Professions Code; and Section 17520, Family Code.

Amend section 4111 of Division 39, Title 16 of the California Code of Regulations to read as follows:

§ 4111. Place of Filing

Applications shall be filed with the board's principal office or submitted on-line in the BreZE system available on the Board's website at www.bot.ca.gov.

PER AGENCY
REQUEST
KDH

Note: Authority cited: Section 2570.20, Business and Professions Code. Reference: Sections 2570.5, 2570.6, 2570.7, 2570.8, 2570.9, 2570.14 and 2570.16, Business and Professions Code.

Amend section 4112 of Division 39, Title 16 of the California Code of Regulations to read as follows:

§ 4112. Review of Application

Within thirty (30) days after receipt of an application for a license or limited permit, the board shall inform the applicant, in writing, whether the application is complete and ~~accepted for filing~~ approved or that it is deficient and what specific information or documentation is required to complete the application.

Note: Authority cited: Section 2570.20, Business and Professions Code. Reference: Sections 115.5, 144, 2570.5, 2570.6, 2570.7, 2570.8, 2570.9, 2570.14 and 2570.16, Business and Professions Code; and Section 15376, Government Code.

Amend section 4114 of Division 39, Title 16 of the California Code of Regulations to read as follows:

§ 4114. Abandonment of Application

- (a) An application for a license shall be deemed abandoned and the application fee forfeited when:
 - (1) The applicant fails to complete the application within ~~two~~ one years after it is originally received by the board; or
 - (2) The applicant fails to submit the initial license fee within ~~sixty (60)~~ ninety (90) days after the date of notification of ~~eligibility~~ approval by the board.
- (b) An application for a limited permit shall be deemed abandoned ~~and the application fee forfeited if~~ when:
 - (1) ~~The applicant fails to complete the application or submit the required fee within sixty (60) days after it is originally received by the board; or~~
 - (2) The applicant fails to submit the limited permit fee within thirty (30) days after the date of notification of approval by the board.
- (c) An application submitted subsequent to the abandonment of a previous application shall be treated as a new application.
- (d) Any application fee will be forfeited if the application is deemed abandoned.

Note: Authority cited: Section 2570.20, Business and Professions Code. Reference: Sections 2570.5, 2570.6, 2570.7, 2570.8, 2570.9, 2570.14 and 2570.16, Business and Professions Code.