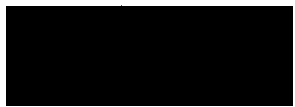


Effective 12-04-06



Protecting, maintaining and improving the health of all Minnesotans

December 1, 2006

Ms. Jan Marie Alvig


RE: MDH File Number: OTA-0500081

Dear Ms. Alvig:

Based on my review of the facts and law in this matter, I have determined that you failed to respond to a request of the commissioner within 30 days of the request, in violation of Minnesota Statutes, section 148.6448, subdivision 1(2). Therefore, I am suspending your right to provide occupational therapy assistant services. This action is authorized pursuant to Minnesota Statutes, section 148.6448, subdivision 3(4).

This decision will be made final and effective 30 days from the date it is received by you. During that 30-day period, you have the right to challenge this decision in a contested-case hearing, as provided under Minnesota Statutes, Chapter 14. Requests for a hearing should be made in writing and include specific grounds for challenging the Department's decision. If you wish to request a hearing, please send a written hearing request, within 30 days of your receipt of this letter, to:

Susan Winkelmann, Investigations and Enforcement Manager
Minnesota Department of Health
PO Box 64882
Saint Paul, MN 55164-0882

You may also deliver your request to 85 East Seventh Place, Suite 220, Saint Paul, MN; or fax it to Ms. Winkelmann at (651)201-3839. If you have any questions about this matter, please contact Kyle Renell at (651)201-3727.

Sincerely,

A handwritten signature in black ink, appearing to read "Darcy Miner", is written over the typed name.

Darcy Miner, Director
Compliance Monitoring Division

cc: Tom Hiendlmayr, Director of the Health Occupations Program
Susan Winkelmann, Manager, Investigations and Enforcement Unit

**BEFORE THE MINNESOTA
COMMISSIONER OF HEALTH**

**HEALTH OCCUPATIONS PROGRAM
STAFF DETERMINATION**

**RE: In the matter of Jan Marie Alvig
Occupational Therapy Assistant**

AUTHORITY

1. The Minnesota Department of Health (MDH) has the authority to discipline occupational therapy practitioners for violations of law under Minnesota Statutes, section 148.6448, subdivision 1. The types of discipline MDH may impose include suspension and revocation of licensure.
2. Pursuant to Minnesota Statutes, section 148.6448, subdivision 1(2), failure to provide information in response to a written request by the commissioner within 30 days of the request is a ground for disciplinary action.

FINDINGS OF FACT

1. Jan Marie Alvig [hereinafter "Practitioner"] has been either registered or licensed as an occupational therapy assistant since March 23, 1999. By Determination made effective September 7, 1999, Practitioner was assessed a civil penalty in the amount of \$215.00 after it was determined she practiced illegally during the period from June 17, 1996, to January 11, 1999.
2. On April 15, 2005, Credentialing staff routed Practitioner's 2005 renewal application to the Investigations and Enforcement (I&E) unit for investigation of possible unlicensed practice, based on information she provided on her renewal application.
3. By letter dated July 11, 2006, I&E staff requested Practitioner provide an explanation about the services she provided, titles used, number of patients seen, and her supervisor during the period from March 1, 2005, to April 7, 2005. Practitioner was also asked to complete a Records Release and Authorization. Practitioner's response was due by August 10, 2006.
4. In an undated handwritten letter received July 21, 2006, Practitioner stated she was unable to either work or go to school because of [REDACTED]
[REDACTED]
Practitioner explained [REDACTED]
[REDACTED]
[sic] Practitioner did not include the release form requested in the July 11th letter.

5. By letter dated August 29, 2006, I&E staff provided a copy of both the release form from the July 11th letter and a "Notification of Intention NOT to Renew Your Occupational Therapy Assistant License" form. [emphasis in the original] Practitioner was asked to complete either the first form if she intended to renew her license or the second form if she did not.
6. By letter dated October 17, 2006, Practitioner was provided with copies of both the July 11, 2006, and the August 29, 2006, letters and asked to provide a written response by November 16, 2006.
7. On November 21, 2006, I&E staff received Practitioner's "Renewal Application for Occupational Therapy Assistants", dated November 15, 2006. No check was enclosed with the application on which Practitioner handwrote, "sorry this is late on Oct 11 [REDACTED] [REDACTED] In response to Question 6 regarding employment, Practitioner wrote, "unable to work due to [REDACTED] In the signature box, headed by the caption, "The information I have provided in this application is true and accurate to the best of my knowledge," Practitioner signed her name, wrote the date and "unable to renew due [REDACTED]" Practitioner did not complete the rest of the application.

CONCLUSION

1. Practitioner failed to provide information in response to a written request by the commissioner within 30 days.

STAFF DETERMINATION

Practitioner's right to provide occupational therapy assistant services is suspended until Practitioner satisfactorily responds to MDH requests.

Document was redacted to remove private data