

## FAQ: Occupational Therapy Program Guide

It's the time of year when ICBC invites Occupational Therapists (OTs) on the approved list to renew their participation in the OT Program

As of August 15, 2023 occupational therapists with a direct billing relationship with ICBC are governed by the [Health Care Services Terms](#) and the [Occupational Therapy Program Guide](#), which outline service expectations and reporting requirements. The documentation required to participate in the OT Program are required to be submitted July 31.

### 1. What is the renewal process for an Approved OT to follow when they take a planned extended leave of absence from work?

Email Supplier Programs to inform them of the extended leave of absence and to advise that the OT will not be submitting the renewal documents. Upon return, the OT must apply to reactivate the vendor account.

- [Apply for or update a direct billing vendor number \(icbc.com\)](#)
- Email: [biproviderapp@icbc.com](mailto:biproviderapp@icbc.com)

### 2. Can an OT apply for the OT Program if they are currently under a College investigation?

As per Section 2. a) of the [Occupational Therapy Program Guide](#), in order to qualify for and maintain their status as an approved OT, the OT must not be the subject of an active investigation, practice restrictions or conditions by the College or Other College. If you or an OT working for your firm is currently under active investigation, please notify Supplier Programs when submitting the documents required to maintain status as an approved OT/Firm.

### 3. When will the report templates for the Functional Job Match Assessment and the Functional Driving Evaluation be published on the [Occupational therapists](#) business partner page?

The report templates will be published on August 15, 2023.

