

WYOTA Strategic Plan – Completed June 17, 2016

2016-2017

Mission: "WYOTA is committed to serving occupational therapists, occupational therapist assistants, and students to advocate, promote and encourage them to use evidenced-based practice in Wyoming"

Vision: "The Wyoming Occupational Therapy Association will be recognized, understood and valued by its members and consumers with occupational needs"

AOTA Centennial Vision	WYOTA Strategic Plan	Strategies	Outputs/Activities	As Measured By
We envision that occupational therapy is a:	We envision these immediate, short-term and long-term strategies to clarify, organize, establish and monitor programs to improve the practice of occupational therapy in Wyoming.		We envision that the following activities/outputs will be achieved by July 2017	
Powerful	WYOTA will have a competent and professional board	Development of board members. Promote leadership through active involvement of the membership.	The board will as needed in a face to face format and on phone conferences to attend to association business Openings for board positions will be posed and an advertised for annually	-Meeting minutes -Annual Report to membership
		Guidance and Governance	Provide guidance through updated policies and procedures and by laws - Ongoing	All policies, procedures and bylaws posted on the web site ongoing
	Managing fiscal	Auditing	Conduct fiscal audit	Copy of audit

	resources using accepted nonprofit practices		in 2016 related to keeping costs in line and keep up with current tax laws by Completed 2017	– Treasurer will have another board member audit annually
		Strengthen Internal Controls	WYOTA will consult with accountant as needed to assure compliance with the new requirements related to the 501(c)3 non-profit status with the IRS – ongoing	Treasurer to e-file 990-N form annually prior to May 1 st . Completed by CPA 2017
			President will review and reconcile books yearly with the Secretary and Treasurer using acceptable book keeping practices – ongoing	President will report findings in reports to the board
			President to file annual report with State of Wyoming to keep WYOTA as a recognized organization in Wyoming by May 1 st yearly ongoing	President will email board when completed
Widely Recognized	WYOTA will increase awareness of and access to occupational therapy in professional, community, regulatory, and reimbursement environments	Conduct Outreach		
			The Board member	Reported in

			<p>nearest Casper and student liaisons will be primary contact between WYOTA and educational programs – ongoing</p> <p>Sponsor Student members to attend AOTA, NBCOT conclave and Fall conference as budget allows</p>	<p>minutes from meetings</p> <p>1-2 students from CC and UND registrations fees will be paid for each conference</p>
			Use of Website for links to continuing education and job postings – ongoing	Feedback from WYOTA members on usefulness and additional needs
	Will be recognized by state, education, legislative and health care entities as THE resource for occupational therapy information within Wyoming.	Legislative Awareness	Legislative Chair to monitor for and create templates for contacting state legislators regarding issues as necessary – ongoing	Meetings with Wyoming legislators as necessary
			Legislative chair to monitor scope of practice to ensure there is no professional conflict or encroachment occurring – ongoing	Contacting and partnering with AOTA legislative department on current issues
		Recognition of Peers and Community Members	Provide at least one award annually at fall conference	Offer nomination opportunities using all resources
			Use social media to	Continued

			request nominations for and introduce therapist of the month – ongoing	monthly updates
Science-driven and evidence-based profession (EBP)	Improve the quality of occupational therapy practice in the state of Wyoming	Conferences	Provide a high-quality continuing education program featuring presentations which are occupation focused and evidence based annually	Brochures sent to all licensed therapists in Wyoming and available information on website and social media
		EBP materials identify EPB resources	Expand EBP link on WYOTA website -Link to AOTA -Link to OT licensure board – by August 2016	Report changes in minutes
Globally connected and Diverse workforce	Improve communication among members, students, and potential recipients of occupational therapy by:	Monitoring national trends and needs of state’s practitioners	President includes state and national trends from the AOTA Legislative Updates, evidence-based practice reports and elsewhere on the WYOTA web page	Reports updates on website and social media
		Maintain Facebook Maintaining the WYOTA website	New content posted on site a minimum of 2x monthly WYOTA web site will be reviewed and updated continually – ongoing	Report any lack of updating during board meetings. Board members to check and ensure updates
	By 2017 greater than	Marketing and	Notify new licenses	Retention of

	50% of practicing OTs in Wyoming will be members of WYOTA	information dissemination	of renewals of WYOTA yearly – ongoing Provide expiration notices yearly to members through automatic emails provided by website host – ongoing	members and increase of membership
		Needs assessment: What do you want from WYOTA	-Surveys -Committee Tasks -Q&A yearly mixers ongoing	Survey presentation at annual conference
		Recognizing outstanding students and student groups in Wyoming OT and OTA programs	WYOTA will publish student happenings in the programs and/or outstanding students on social media – ongoing	Minutes, website and social media
		Recognizing service to the profession in the state	WYOTA will recognize those servicing in any volunteer capacity. Recipients of awards will be recognized at annual conference, on website and social media	Documented in minutes
		Recognizing service to WYOTA at annual conference	A board member will contact each person who indicates willingness to serve WYOTA and match them with a volunteer position	Documented in minutes
Meeting society's	Improve awareness of access to occupational		If outcomes listed above are met,	Achievement of goals by

occupational needs	therapy in professional, community, regulatory and reimbursement environments as practitioners, educators and consultants		WYOTA will have improved awareness of and access to occupational therapy in Wyoming and beyond	July 2017.
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