

**Board of Examiners for Speech-Language Pathology & Audiology
2015-2017 Governor’s Budget**

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CERTIFICATION

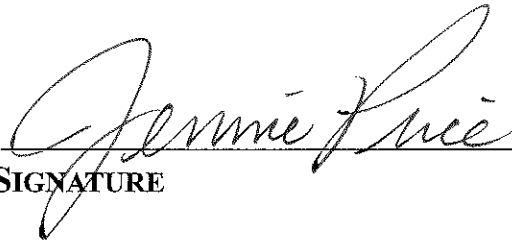
I hereby certify that the accompanying summary and detailed statements are true and correct to the best of my knowledge and belief and that the accuracy of all numerical information has been verified.

Board of Examiners for Speech-Language Pathology & Audiology

800 NE Oregon St., Suite 407, Portland, OR 97232-2187

AGENCY NAME

AGENCY ADDRESS



SIGNATURE

Jennie Price, Speech-Language Pathologist
Board Chair

TITLE

Notice: Requests of agencies headed by a board or commission must be approved by official action of those bodies and signed by the board or commission chairperson.

Agency Request

Governor's Budget

Legislatively Adopted

The requests of other agencies must be approved and signed by the agency director or administrator.

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77th OREGON LEGISLATIVE ASSEMBLY – 2013 Session
BUDGET REPORT AND MEASURE SUMMARY

JOINT COMMITTEE ON WAYS AND MEANS

MEASURE: SB 5526-A

Carrier – House: Rep. Frederick

Carrier – Senate: Sen. Edwards

Action: Do Pass as Amended and as Printed A-Engrossed

Vote: 18 – 6 – 2

House

Yeas: Barker, Buckley, Frederick, Jenson, Komp, Nathanson, Read, Tomei, Williamson

Nays: Freeman, Hanna, Huffman, McLane, Richardson

Exc: Smith

Senate

Yeas: Devlin, Edwards, Girod, Hansell, Monroe, Rosenbaum, Steiner Hayward, Thomsen, Winters

Nays: Whitsett

Exc: Bates

Prepared By: Tamara Brickman, Department of Administrative Services

Reviewed By: John Terpening, Legislative Fiscal Office

Meeting Date: May 24, 2013

Agency

Health Related Licensing Boards

Biennium

2013-15

Budget Summary*

	2011-13 Legislatively Approved Budget ⁽¹⁾	2013-15 Current Service Level	2013-15 Committee Recommendation	Committee Change from 2011-13 Leg. Approved	
				\$\$ Change	% Change
Other Funds	\$ 4,138,794	\$ 4,368,959	\$ 4,528,149	\$ 389,355	9.4%
Total	\$ 4,138,794	\$ 4,368,959	\$ 4,528,149	\$ 389,355	9.4%

Position Summary

Authorized Positions	19	19	19	0
Full-time Equivalent (FTE) positions	16.86	16.36	17.21	-0.35

(1) Includes adjustments through December 2012.

* Excludes Capital Construction expenditures

Summary of Revenue Changes

The Health Related Licensing Boards comprise six independent licensing boards supported by Other Fund revenues primarily derived from examination, application, and licensing fees. The boards are combined into one agency for the ease of budgetary reporting; however each has a separate limitation within the bill that is approved by the Legislature.

Board of Examiners for Speech-Language Pathology and Audiology

The Subcommittee approved a fee increase anticipated to provide \$145,249 of revenue which will allow the Board to maintain an adequate ending balance. The fee increase includes raising the initial application fee for all license types from \$40 to \$75, the Audiologist and Speech-Language Pathologist biennial license and renewal fees from \$160 to \$210, and the Speech-Language Pathology Assistants biennial certificate and renewal fee from \$50 to \$65.

Veterinary Medical Examining Board

The Subcommittee approved a fee increase anticipated to provide \$243,000 of revenue which will allow the Board to maintain an adequate ending balance. The fee increase includes raising the initial veterinary license and annual license renewal fees from \$100 to \$150 and the Certified Veterinary Technician license and renewal fees from \$25 to \$30 annually.

Summary of Education Subcommittee Action

Oregon Mortuary and Cemetery Board

The Oregon Mortuary and Cemetery Board regulates the individuals and facilities engaged in the care, preparation, processing, transportation and final disposition of human remains through licensing, inspection, and disciplinary programs. The Subcommittee approved a budget of \$1,412,605

Other Funds and six positions (5.71 FTE). The budget reflects a 6.9% increase from the 2011-2013 legislatively approved budget and provides the Board with an ending balance of \$582,813, which is approximately ten months of operating reserves.

The Subcommittee approved statewide administrative reductions and PERS taxation policy changes reflected in SB 822.

Oregon Board of Naturopathic Medicine

The Oregon Board of Naturopathic Medicine regulates naturopathic physicians through licensing and disciplinary programs. The Subcommittee approved a budget of \$633,011 Other Funds and three positions (2.50 FTE), which is a 5.8% increase over the 2011-2013 legislatively approved budget. The budget provides the Board with an ending balance of \$216,482, which is approximately 8 months of operating reserves.

The Subcommittee approved the following:

- Package 150 – Continue 0.50 FTE Investigator: This package provides \$88,989 Other Funds expenditure limitation to make permanent a Limited Duration part-time investigator position (0.50 FTE). The LD position was first approved in the 2010 special session and again for the 2011-2013 biennium.

In addition to the package above, the Subcommittee approved statewide administrative reductions and PERS taxation policy changes reflected in SB 822.

Occupational Therapy Licensing Board

The Occupational Therapy Licensing Board regulates the practice of occupational therapy through licensing and disciplinary programs. The Subcommittee approved a budget of \$368,816 Other Funds and two positions (1.25 FTE), which is a 1.3% increase from the 2011-2013 legislatively approved budget. The budget provides the Board with an ending balance of \$339,358, which is approximately twenty-two months of operating reserves. Prior to the 2011 Legislative session, the Board administratively reduced the biennial license renewal fees, which should begin to reduce the Board's ending balance. The Board needs to maintain at least nine months of operating reserves due to its licensing renewal cycle, which occurs once a biennium.

The Subcommittee approved statewide administrative reductions and PERS taxation policy changes reflected in SB 822.

Board of Medical Imaging

The Oregon Board of Medical Imaging licenses and regulates radiographers, radiation therapists, limited x-ray machine operators, nuclear medicine technologists, sonographers, and MRI technologists. The Subcommittee approved a budget of \$838,505 Other Funds and three positions (3.00 FTE), which is an 11.9% increase over from the 2011-2013 legislatively approved budget, and provides the Board with an ending balance of \$187,898, which is approximately five months of operating reserves.

The Subcommittee approved the following:

- Package 160 – Scanner Support: This package provides \$11,146 Other Funds expenditure limitation to enable the board to purchase a scanner in order to move toward electronic document storage. The limitation built into this package would provide for a scanner for document imaging and management and provide for better security of the board’s records. The board has limited space for storage of paperwork in filing cabinets for over 6,500 licenses and other documents.
- Package 161 – Shift Investigator Costs: This package adds \$11,120 Other Funds expenditure limitation for the professional services costs associated with an inter-agency agreement with Radiation Protective Services within the Oregon Health Authority to provide investigative work for the Board. This package also shifts the costs of the investigator from personal services to professional services. In 2011, the Legislature approved a limited duration part-time investigator (0.25 FTE) to assist the Board with an increase in investigative workload as a result of legislation approving the licensure and regulation of three new license types.

In addition to the packages mentioned above, the Subcommittee approved statewide administrative reductions and PERS taxation policy changes reflected in SB 822.

Board of Examiners for Speech-Language Pathology and Audiology

The Board of Examiners for Speech-Language Pathology and Audiology regulates Speech-Language Pathologists (SLP), Speech-Language Pathology Assistants (SLPA) and Audiologists through licensing and disciplinary programs. The Subcommittee approved a budget of \$531,904 Other Funds and two positions (2.00 FTE), which is a 31.5% increase over the 2011-2013 legislatively approved budget. The budget, which includes a fee increase, provides the Board with an ending balance of \$274,788, which is approximately 12 months of operating reserves that should sustain the Board’s operations for two biennia.

The Subcommittee approved the following:

- Package 180 – Increased Administrative Workload: This package increases the Executive Director position from 0.60 FTE to 1.00 FTE and includes \$79,524 Other Funds limitation. This request was previously approved by the Emergency Board in December 2010.
- Package 181 – Criminal Background Checks: This package provides \$19,358 Other Funds limitation for criminal background checks. The Board plans to do fingerprint background checks on all new applicants (estimated at 435 for the 2013-2015 biennium). The charge for fingerprints will be \$44.50 and the fees will be passed through to the Oregon State Police.
- Package 182 – Enhanced Investigation: This package increases the Administrative Assistant position from 0.80 FTE to 1.00 FTE and includes \$19,913 Other Funds limitation. This increase is to address the increased investigative caseload and the initiation of fingerprint background checks for new applicants.
- Package 183 – Fee Increase: This package is a revenue only package that includes a fee increase anticipated to generate \$145,249 of Other Funds to cover the Board’s operating costs for 2013-2015 and allow the board to maintain an adequate ending balance.

In addition to the packages mentioned above, the Subcommittee approved statewide administrative reductions and PERS taxation policy changes reflected in SB 822.

Oregon Veterinary Medical Examining Board

The Oregon Veterinary Medical Examining Board regulates the veterinary professions in Oregon through enforcement of the Veterinary Practice Act. The Subcommittee approved a budget of \$743,308 Other Funds and three positions (2.75 FTE), which is 5.9% increase over the 2011-2013 legislatively approved budget. The budget, which includes a fee increase, provides the Board with an ending balance of \$394,477, which is approximately 13 months of operating reserves that should sustain the Board's operations for two biennia.

The Subcommittee approved the following:

- Package 190 – Fee Increase: This package is a revenue only package that includes a fee increase anticipated to generate \$243,000 of Other Funds to cover the Board's operating costs for 2013-2015 and allow the board to maintain an adequate ending balance.

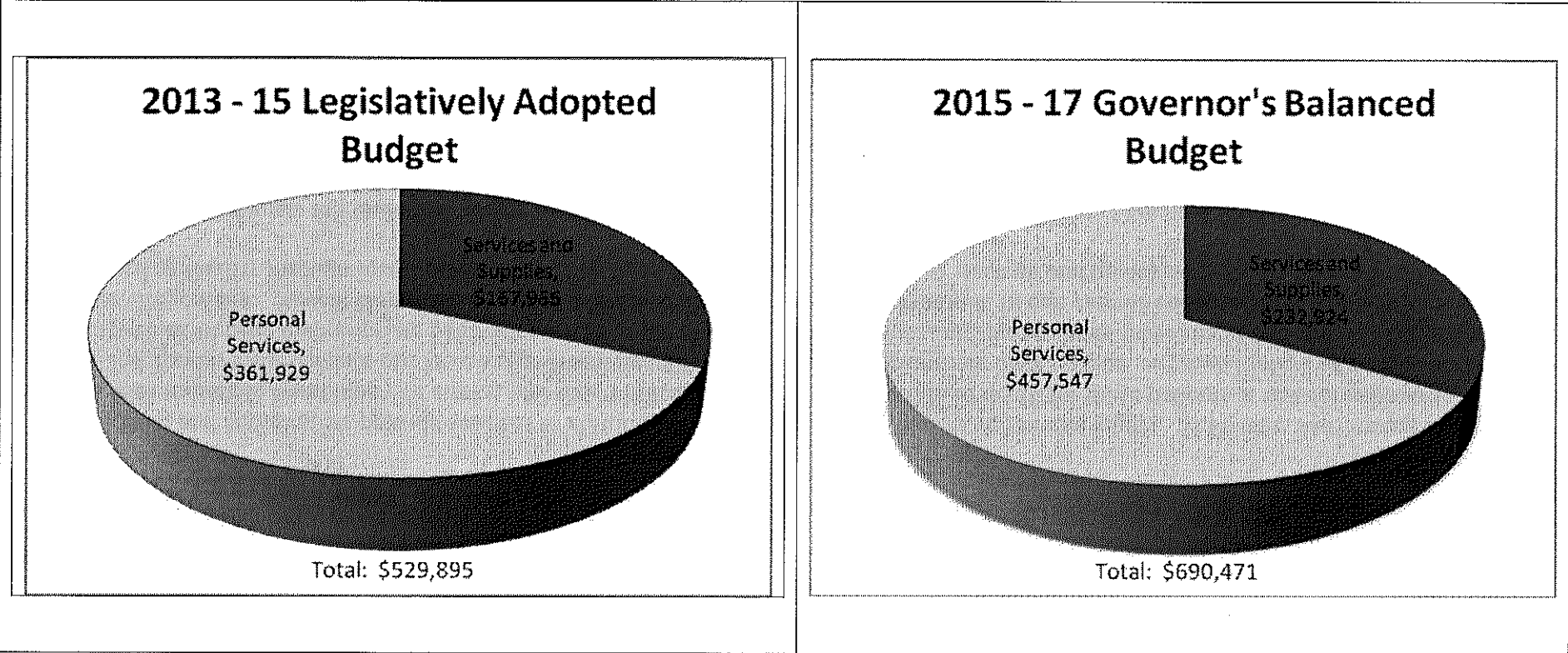
In addition to the package above, the Subcommittee approved statewide administrative reductions and PERS taxation policy changes reflected in SB 822.

Summary of Performance Measure Action

See attached Legislatively Adopted 2013-15 Key Performance Measures form.

BUDGET NARRATIVE

1.a. Budget Summary Graphics



BSPA is one agency, one program, totally supported by Other Funds.

BUDGET NARRATIVE

1.b. Mission Statement and Statutory Authority

The Board of Examiners for Speech-Language Pathology and Audiology seeks to protect the public by licensing and regulating the performance of speech-language pathologists (SLPs), speech-language pathology assistants (SLPAs) and audiologists.

The authority and responsibilities of the Board are contained in the Oregon Revised Statutes (ORS) 681.205 through 681.991, and in Oregon Administrative Rules (OAR) 335-001-0000 through 335-070-0095.

1.c. Agency Two-Year Strategic or Business Plans

SLPs, SLPAs, and audiologists provide services to children, seniors, and disabled and/or vulnerable adults. SLPs treat swallowing disorders in patients with traumatic brain injury or stroke, and their clinical judgment can mean life or death for these patients at risk for aspiration. Incompetent hearing and speech professionals can have a significant negative impact on the appropriate development or rehabilitation of patients in their care. Any licensee exhibiting inappropriate behavior such as client abuse, boundary issues, and professional impairment can endanger or otherwise victimize Oregonians. Recent Board actions have addressed all these issues. For example, in one case of endangerment of elderly patients in a skilled nursing facility through incompetent care by an SLP, the Board acted swiftly to issue an emergency suspension and subsequent revocation.

BSPA's mission and goals fall under the Safety outcome area in the Governor's 10-Year Plan. Safety Outcome Strategy 5 is to "Provide education, advocacy and regulatory efforts to ensure the safety, soundness and availability of markets for goods, services, financial products and labor". BSPA's mission is to protect the public as it relates to the practice of speech-language pathology and audiology. Board functions address professional competence and professional conduct, and Board actions focus on remediation and prevention.

The Board's overall strategic goals include the following:

- Continuously improve administrative efficiency and effectiveness through identifying, developing and implementing best practices for customer service, licensing, investigation, disciplinary actions, and administration
- Improve licensee understanding of Board policies and processes
- Maintain or increase access to high quality speech and hearing services provided through licensed professionals
- Further develop partnerships with other licensing and regulatory agencies to achieve mutual aims

BUDGET NARRATIVE

In 2015-17, the Board has two major strategic priorities, which relate to its public protection mission:

1. *Enhancing criminal background checks.* Since 2010, the Board has sought resources to enhance its criminal background check procedures; however, the Board has been seeking sufficient administrative, legal and investigative resources to accomplish this goal. As was noted in the Secretary of State's Audit of the Health Professional Regulatory Boards in early 2014, BSPA remains one of just 3 health licensing boards that do not perform either LEDS or FBI-based checks. In 2013-15, the Legislature approved increasing the Executive Director and Administrative Assistant to full-time and provided additional professional services dollars to cover about 4-5 hours per week of contracted investigator services. This budget request includes a Policy Option Package to provide investigative and other resources to finally implement this new policy/procedure, and to support the already increasing complaint/compliance caseload.
2. *Creating universal standards for SLP licensure.* The Board has a strategic goal of better protecting Oregonians through establishing universal licensing standards for SLP licensure in this state. The Board's statute (ORS 681.230) allows teachers licensed by the Oregon Teacher Standards and Practices Commission (TSPC) with a communications disorders or speech impaired endorsement, and who practice solely as an employee of a public school district, to be exempt from Board licensure. However, the requirements for licensure by BSPA and TSPC are very dramatically. Since 2009, Board leadership has actively discussed with TSPC and professional association leaders how TSPC's SLP licensure requirements can be brought into conformance with BSPA's. The Board follows national standards that are based on those of the American Speech-Language Hearing Association (ASHA) Certificate of Clinical Competency (CCCs). These include a a master's degree in SLP from an ASHA-accredited SLP program, completion of 1260 hours of post-graduate supervised clinical experience, and passing the Praxis exam in SLP. By comparison, TSPC licenses SLPs as teachers, based on only a bachelor's degree—and up until 2009, this included those with a bachelor's degree in any field. The Board developed a Legislative Concept for the 2015 Legislative Session, which has been incorporated into the Governor's Legislative Agenda as SB 287. This bill would eliminate the exemption from Board licensure for SLPs initially licensed by TSPC after June 30, 2016. TSPC would continue to “grandfather” the few hundred remaining licensees who are not also licensed by the Board.

Goals are updated annually. The detailed draft goals for 2015-17 are outlined in the Agency Initiatives & Accomplishments section.

Agency Process Improvement Plans

BSPA process improvement plans are included in the goals above. Enhancing criminal background checks is a significant goal, for which resources are requested in this budget. This goal was reinforced by the findings of the 2014 Secretary of State's Audit. Administrative improvements include regularly updating all forms, webpages, policies, and procedures. BSPA anticipates implementing a new software program to support licensing and customer service and other administrative functions, replacing a 20-year old program that is difficult to support.

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Two Key Performance Measures (KPMs) audit compliance with rules designed to maintain quality of services provided by licensees. The first checks compliance with Board rules for continuing professional development (PD). Licensees are required to report completed PD activities upon renewal, and PD documentation is checked through a random audit of 5-15% of licensees. Licensees with past non-compliance are placed on mandatory re-audit. The second KPM audits compliance with rules regarding SLPA supervision by SLPs. Annual audits are performed in the spring. Audit non-compliance may be grounds for disciplinary action. Audit results inform Board rule-making and licensee education efforts.

Key performance measures include annual Board effectiveness and customer service surveys; the feedback from these evaluations is used to continuously improve operations. BSPA also underwent a Peer Review Audit in late 2013, which reinforced several existing goals regarding investigations and operations, including the need for dedicated investigative staff.

2015-17 Short Term Plan

Agency Programs

Functions

The Agency is comprised of one program that regulates the practice of speech-language pathology and audiology and licenses speech-language pathologists, speech-language pathology assistants, and audiologists in the state of Oregon. The Board's functions are entirely supported by Other Funds; specifically by licensing fees and related administrative charges (such as delinquent fees, civil penalties, and sales of licensee mailing lists).

The Board regulates the professional practice of speech-language pathology and audiology through reviewing credentials for licensure, ongoing monitoring of licensees through compliance audits, and investigating complaints regarding professional competence and conduct. BSPA issues licenses to qualified applicants on an ongoing basis, and renews licenses biennially. All regular licenses must be renewed by December 31st of odd numbered years to be considered timely. This creates a very uneven revenue cycle, with 90% of BSPA's revenue historically realized in November/December/January of each new biennium.

BSPA references national standards developed by the American Speech-language Hearing Association (ASHA) regarding scope of practice, required education and training, and professional and ethical standards. BSPA also solicits input from the Oregon Academy of Audiology (OAA) and Oregon Speech-language Hearing Association (OSHA) regarding issues important to licensees.

The Board regulates the professional practice of speech-language pathology and audiology through ongoing monitoring of licensees, including investigations regarding professional competence and conduct. The Board receives complaints and reviews them to determine whether the complaints fall within the Board's authority, and, if so, obtains information to establish whether a violation of statutes or rules has occurred. Investigative

BUDGET NARRATIVE

reports prepared by staff and paid and volunteer peer reviewers are reviewed, and Board members themselves may also interview licensees during an investigation. The Board functions as a “committee of the whole” to determine if a violation has occurred and take appropriate disciplinary action. The Assistant Attorney General (AAG) assigned to the Board is consulted for legal advice on disciplinary and related administrative matters.

Volume

Workload is tracked by two measures—licensee counts and disciplinary/compliance caseload. Licensee counts in July over the past 4 years were:

	July 2014	July 2013	July 2012	July 2011
Total Licenses:	2159	2247	1954	1983
Total Active:	2055	2174	1881	1891
SLP:	1501	1526	1319	1315
AUD:	266	268	247	248
SLPA:	279	312	260	262
SLP/AUD:	9	10	10	10
Conditional:	83	53	43	53
Provisional:	4			
Limited:	1	3	2	2
Probation:	1	2	0	1
Total Inactive:	104	73	73	92
SLP:	74	53	52	70
AUD:	6	5	6	9
SLPA:	24	15	15	13
SLP/AUD:	0	0	0	0

Note:

Conditional Licenses are a one-year license issued to SLPs completing their post-graduate supervised clinical experience.

Provisional SLPA Licenses are a temporary license issued for 6 months to SLPA candidates completing their clinical fieldwork.

Limited Licenses are a result of disciplinary action taken by the Board to preclude practice on certain age or diagnostic groups.

Probation is also a result of disciplinary action; the licensee may practice but must complete certain requirements before reinstatement.

BUDGET NARRATIVE

The total number of licensees in 2014 was up 10.2% over the same time in 2012. The total licensee count in 2013 was up 13.3% from 2011. It is most relevant to compare to two years ago, because of the biennial renewal cycle. As of January 1, 2015, there are 2,435 total licensees, an all-time high.

Disciplinary and compliance cases have also increased over time:

Investigations	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
New	2	3	22	6	11	18	16	41	57	100	78	54	71
Closed	0	2	20	6	3	9	10	38	49	96	74	34	49
Backlog from Previous Year	0	2	3	3	4	8	6	3	15	8	12	16	19

Entering 2015, there is a backlog of 27 unresolved cases from 2014 either under investigation or pending final orders.

Staffing & Budget Highlights

The Board is currently staffed by two full-time positions, an Executive Director and an Administrative Assistant (Administrative Specialist 2). This budget proposal includes a policy package to add a part-time staff Investigator 2 (0.5 FTE) and support legal and hearings officer fees needed for the enhanced criminal background checks and the resulting increase in investigative/disciplinary caseload. This will bring the total staff to 2.5 FTE.

No General Funds are used to fund the Board program or functions. Licensing fees provide 98% of Board revenue; the remainder comes from civil penalties or delinquent fees for violations of Board statutes and rules, interest income and sales of mailing lists. These are all Other Funds.

For 2015-2017, projected revenue (all Other Funds) is \$522,590. Total expenditures are \$690,471, and the ending balance is projected at \$164,713. The projected ending balance is expected to sustain agency operations throughout the revenue cycle and through 2015-17 without fee increases.

Environmental Factors

- Growth and aging of the state population is increasing the demand for SLP and audiology services. According to the *U.S. Occupational Outlook*, the number of audiologists is expected to grow 10% during 2006-2016, and the number of SLPs is projected to increase 11%. BSPA has already seen a 26% increase in licensees from 2006-14.

BUDGET NARRATIVE

- Pacific University has added graduate programs in audiology and SLP, and PSU has increased its SLP graduate program capacity by 50%. These changes increased the number of Oregon graduates qualified for licensing beginning in 2013.
- A shortage of qualified SLPs has existed in all geographical areas of the state; particularly in rural areas. This appears to be subsiding with increased in-migration, the slow economic recovery, and the increased capacity of the Oregon training programs. There remains a problem in recruitment and retention of SLPs in rural areas. The Board is engaging in ongoing discussions with ODE, TSPC, and the professional association (OSHA) to address these issues.
- Increased awareness of the law requiring speech-language pathology assistant (SLPA) certification and use of SLPAs due to the shortage of SLPs has contributed to the use of SLPAs. The Board responded in September 2013 by creating a Provisional SLPA license to allow individuals *not* enrolled in a university program to legally complete clinical fieldwork required for SLPA certification.
- SLPAs are required to be supervised by a SLP licensed by the Board, or by an SLP certified by TSPC who has agreed to follow the supervision rules adopted by the Board. This maintains supervision standards and provides the Board with jurisdiction over all aspects of SLPA practice.
- Improved awareness of the Board's role in consumer protection has resulted in increased administrative and legal costs associated with investigations and disciplinary actions. From 1989-2006, the Board received only 2-3 outside complaints per year. The Board now engages in more compliance investigations and communicates regularly with other jurisdictions regarding complaints filed elsewhere. Recent statistics demonstrate a striking increase in caseload.
- The number of SLPs licensed by TSPC has declined from 1,007 in November 2009 to 512 in July 2014. The number of TSPC's SLPs who do not currently hold Board licensure, or have never held Board licensure is fewer than 200. This is the maximum number of individuals who would need to be grandfathered with TSPC after the proposed legislative concept would be in effect. .
- In ORS 694 and OAR 333-025, the State of Oregon requires hearing aid dealers to be licensed through the Oregon Health Licensing Agency. Legislative changes in 2009 recognized hearing aid dispensing as part of the scope of practice of audiologists. Board-licensed audiologists are no longer required to be licensed by OHLA; regulation of this function is now under the aegis of this Board. However, there remain issues of mutual interest and cooperation between BSPA and OHLA regarding these related license types. A recent example is the need to clarify scope of practice issues regarding tinnitus evaluation.

BUDGET NARRATIVE

Agency Initiatives & Accomplishments

BSPA Goals 2015-17 -- Approved at August 8, 2014 Board Meeting

I. Strategic

- A. Collaborate with school districts, TSPC, and other stakeholders regarding any transition issues related to Legislative Concept eliminating exemption from Board licensure for SLPs licensed by TSPC on or after July 1, 2016
- B. Review ORS and OARs (including code of conduct) and propose changes as needed based upon best practices and current cases
- C. Monitor and participate in efforts to increase “efficiencies” among HRLBs, including support of semi-independent model as appropriate
- D. Monitor professional shortages and work with licensees, employers, and training programs to develop appropriate responses
- E. Continue collaboration with OSHA, OAA, ODE, school administrators, and training program directors

II. Financial

- A. Develop and present 2017-19 Agency Request Budget, including policy packages for needed fees and expenditures to meet workload and carry out mission
- B. Operate agency within approved budget; consider requesting additional allocation at E-Board if needed

III. Policy Development

- A. Refine and implement Board policy regarding criminal background checks using LEDS and FBI data, as appropriate for resources and risk management
- B. Collaborate with OAA on potential development of legislative concept for licensing Audiology Assistants in 2017 or later
- C. Continue to monitor and participate in statewide and national developments in policy regarding impaired professionals and propose policy as needed
- D. Continue to monitor national and statewide developments in telepractice policy, and work with state Medicaid agency on Oregon telepractice rules.

IV. Investigation/Discipline

- A. Conduct investigations and sanction licensees and non-licensees as needed to ensure compliance with Board regulations and protect the public
- B. Develop tool to assess priorities for complaint review/investigation, as time permits
- C. Develop standardized report formats, file conventions, and task management/communication systems to support investigative functions, as time permits

BUDGET NARRATIVE

- D. Complete HIPDB reporting and website postings within 30 days of Board action
- E. Process complaint caseload on a timely and cost-effective basis

V. Compliance/Evaluation

- A. Review Board effectiveness in accordance with Key Performance Measures
 - 1. SLPA supervision audits (annual);
 - 2. Professional Development audits (biennial);
 - 3. Customer service survey data (annual)
- B. Complete annual reports as requested by Governor's Office
- C. Continue to participate in HRLB peer review process
- D. Develop Board self-evaluation tool to address communication, decision-making, training, and succession planning, as time permits
- E. Consider development of Oregon ethics/jurisprudence exam for applicants and/or licensees, as resources permit

VI. Operations

- A. Work with IT Consultant to expand functionalities of new CRM system as needed
- B. Improve statistical tracking system to create timely and useful management reports
- C. Continue to update operations manual to document Board policies and office procedures
- D. Update website content to provide timely, user-friendly information to licensees and public
- E. Develop backup staffing arrangements to support BSPA operations
- F. Complete biennial Affirmative Action/Diversity & Inclusion Plan and meet policy goals
- G. Continue move towards e-files as appropriate for resources and records retention and access needs.

Legislative Concepts

One legislative concept (now SB 287) is proposed for 2015. While ORS Chapter 681 requires Board licensure for the practice of speech-language pathology and audiology in Oregon, there are certain exemptions from licensure. The most significant exemption allows SLPs employed by, and practicing *solely* in, public school districts to be licensed by the Teacher Standards and Practices Commission (TSPC) instead of the Board. Board licenses authorize speech and hearing professionals to work in any setting, and licensing standards are based on those for national certification by the American Speech-Language Hearing Association (ASHA), which also accredits graduate programs. TSPC requirements for educator licensure with an endorsement in speech impaired or communications disorders are lower than Board standards. Collaboration with TSPC and other stakeholders has led to the development of a Legislative Concept for 2015 to eliminate the exemption from Board licensure for SLPs initially licensed by TSPC on or after July 1, 2016.

BUDGET NARRATIVE

Key Accomplishments July 2013-June 2014

Financial

Managed agency significantly under budget during 2013- 14, while still providing administrative services at effective levels:

- Revenues: Revenue collected in first year matches the biennial budget; expected to end biennium approximately \$58,000 over budget.
- Expenditures currently under budget. If current levels continue, would end biennium approximately \$18,000 under expenditures budget.
- Implemented staff increase to 2.0 FTE as approved.

Operations

- Personnel management:
 - Continued training/mentoring of Administrative Assistant hired December 2012.
 - Customer service survey shows significant improvement in all measures—and overall from 83% to 88% over last year. This included a renewal period.
 - Engaged licensed private investigator to support Board caseload, with professional services contract issued in October 2013. Contractor is a minority-owned business.
 - Worked with DAS Procurement Officer to extend investigator contract beyond first \$5,000 of services. Explored concept of combining bid process with Social Work Board and/or other HRLBs. Bid proposal finalized in June 2014.
 - Executive Director received Special Recognition Award from NCSB, based on nomination of Board leaders.
 - Recruited and hired a successor (to start on February 2, 2015) to the Executive Director who retired on January 1, 2015.
- Reviewed all policies and procedures in July 2013.
- Provided and oversaw support for over 2,331 licensees as of January 2014—a record high number of licensees and renewals.
- Communications
 - Continued to update and codify Board policies and office procedures.
 - Updated Board orientation manual in June 2014 for new Board members.
 - Issued customer service survey in October 2013, reviewed with Board, and followed up on issues identified.
 - Improved webpages on licensing, PD, and forms. Continued work to refine/improve general navigation and the FAQ page. Indexed past newsletters to more easily find content.
 - Continued outreach meetings to SLP students, including University of Oregon.

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- Reviewed and updated all application forms for rule changes and to further clarify requirements. Asking for employment history to match against reported licensure. Developed and implemented provisional SLPA application forms, including revised clinical competency checklist to reflect periodic evaluations.

Investigation/Discipline

- Spent significant time and legal/clinical consultant resources on one major contested case, including lengthy settlement negotiations, followed by orienting new AAG, filing a Motion for Summary Determination, and preparing for and appearing at hearing conducted March 5-6 2014.
- Investigated and managed expanded complaint/compliance caseload (54 cases opened in 2013; 71 in calendar 2014).
- Conducted investigations and drafted documents to sanction licensees as directed by Board, including 12 final orders.
- Met requirement for reporting Board actions to HIPDB within 30 days of action in 9 out of 12 cases.

Compliance/Evaluation

- Underwent Secretary of State Audit in August-December 2013. Major issue identified was criminal background checks.
- Underwent HRLB Peer Review Audit in August/September 2013. Issues identified related to staffing limitations, and have been addressed in the response.
- Revised Affirmative Action Plan for 2013-15 to meet expanded requirements, and conducted agency operations in accordance with Plan.
- Close evaluation of application materials has revealed multiple cases of unlicensed practice by applicants and others. Cases addressed by Board in Executive Session.
- Continued to communicate TSPC and Board licensure requirements to multiple stakeholders, and licensees through educational contacts and follow-up on unlicensed practice cases.
- Conducted Professional Development and SLPA supervision audits, and with results reviewed by Board for potential action.

BUDGET NARRATIVE

Strategic

- Collaborated with OSHA, ODE, TSPC, OEA, university program leaders to gain support for a Legislative Concept to eliminate the TSPC exemption and move towards universal licensure. Identified solutions for grandfathering and timing this transition.
- Worked with Governor's Executive Appointments Office to complete the plan to stagger Board terms to meet statutory and operational requirements. Proactively recruited three new Board members to replace outgoing members, and facilitated re-appointment of two members in 2014, so that transition occurred without any vacancies.
- Met regularly with other Health Related Licensing Boards to share best practices and consider further operational efficiencies.
- Developed new temporary license category (Provisional SLPA) to address issues related to applicants with bachelor's degrees in SLP. Drafted and implemented new rules (temporary September 2013, permanent November 2013), policies and procedures to create compliance with licensing statute. Reached out to employers to solicit input and educate them about new requirements.
- Outreach to ODE resulted in ongoing meetings to address SLP shortage and licensing issues.

Policy Development

- Researched other agencies' policies and rules to draft temporary rules to implement enhanced criminal background checks. Worked closely with Oregon State Police to identify and overcome implementation barriers. Rules implemented May 2014.
- Engaged clinical consultant to research and present findings on telepractice; Board concluded that no specific rule-making needed at this time.
- Collaborated with Oregon Academy of Audiology (OAA) to develop and implement survey regarding Audiology Assistants in April 2014.
- Board leaders attended CLEAR and NCSB annual conferences to learn about telepractice, audiology assistants and other national issues.

BUDGET NARRATIVE

1.d. Criteria for 2013-2015 Budget Development

In developing the 2013-2015 budget, the Board considered the following criteria:

1. Is it required for basic licensing, investigation, and disciplinary functions?
2. Does it enhance customer service?
3. Does it improve public safety?
4. Does it move the Board towards its long-term strategic plan?
5. Does it support one or more of the Board initiatives?
6. Does it resolve current or potential problems, or otherwise improve agency operations?
7. Can it be implemented within existing statutes and rules? If not, consider statute/rule amendments.

1.e. Performance Measures

See Annual Performance Progress Report included in Special Reports.

1.f. Major IT Projects/Initiatives—None.

2. **Summary of 2015-17 Budget**—See ORBITS report BDV104 on page B14.
3. **Program Prioritization for 2015-17**—Form 107BF23 not applicable. Agency has only one program.
4. **Reduction Options**—ORS 291.216 Reduction Option Form (Form 107BF17) follows on page B19.
5. **Organization Chart 2013-15**—Follows on page B20.
6. **Organization Chart 2015-17**—Follows on page B21.

Summary of 2015-17 Biennium Budget

Governor's Budget

Health Related Licensing Boards
Speech-Language Path. and Audio.
2015-17 Biennium

Cross Reference Number: 83300-028-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
2013-15 Leg Adopted Budget	2	2.00	529,895	-	-	529,895	-	-	-
2013-15 Emergency Boards	-	-	14,337	-	-	14,337	-	-	-
2013-15 Leg Approved Budget	2	2.00	544,232	-	-	544,232	-	-	-
2015-17 Base Budget Adjustments									
Net Cost of Position Actions									
Administrative Biennialized E-Board, Phase-Out	-	-	2,626	-	-	2,626	-	-	-
Estimated Cost of Merit Increase	-	-	-	-	-	-	-	-	-
Base Debt Service Adjustment	-	-	-	-	-	-	-	-	-
Base Nonlimited Adjustment	-	-	-	-	-	-	-	-	-
Capital Construction	-	-	-	-	-	-	-	-	-
Subtotal 2015-17 Base Budget	2	2.00	546,858	-	-	546,858	-	-	-
Essential Packages									
010 - Non-PICS Pers Svc/Vacancy Factor									
Non-PICS Personal Service Increase/(Decrease)	-	-	1,290	-	-	1,290	-	-	-
Subtotal	-	-	1,290	-	-	1,290	-	-	-
020 - Phase In / Out Pgm & One-time Cost									
021 - Phase-in	-	-	-	-	-	-	-	-	-
022 - Phase-out Pgm & One-time Costs	-	-	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-	-	-
030 - Inflation & Price List Adjustments									
Cost of Goods & Services Increase/(Decrease)	-	-	14,027	-	-	14,027	-	-	-
State Gov't & Services Charges Increase/(Decrease)	-	-	3,742	-	-	3,742	-	-	-
Subtotal	-	-	17,769	-	-	17,769	-	-	-

B14

Summary of 2015-17 Biennium Budget

**Health Related Licensing Boards
Speech-Language Path. and Audio.
2015-17 Biennium**

**Governor's Budget
Cross Reference Number: 83300-028-00-00-00000**

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
040 - Mandated Caseload									
040 - Mandated Caseload	-	-	-	-	-	-	-	-	-
050 - Fundshifts and Revenue Reductions									
050 - Fundshifts	-	-	-	-	-	-	-	-	-
060 - Technical Adjustments									
060 - Technical Adjustments	-	-	-	-	-	-	-	-	-
Subtotal: 2015-17 Current Service Level	2	2.00	565,917	-	-	565,917	-	-	-

BIS

Summary of 2015-17 Biennium Budget

Governor's Budget

**Health Related Licensing Boards
Speech-Language Path. and Audio.
2015-17 Biennium**

Cross Reference Number: 83300-028-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal: 2015-17 Current Service Level	2	2.00	565,917	-	-	565,917	-	-	-
070 - Revenue Reductions/Shortfall									
070 - Revenue Shortfalls	-	-	-	-	-	-	-	-	-
Modified 2015-17 Current Service Level	2	2.00	565,917	-	-	565,917	-	-	-
080 - E-Boards									
080 - May 2014 E-Board	-	-	-	-	-	-	-	-	-
081 - September 2014 E-Board	-	-	-	-	-	-	-	-	-
Subtotal Emergency Board Packages	-	-	-	-	-	-	-	-	-
Policy Packages									
090 - Analyst Adjustments	-	-	-	-	-	-	-	-	-
101 - Indigent Dispo Fund Admin & Records Inspection	-	-	-	-	-	-	-	-	-
110 - Improving Customer Service	-	-	-	-	-	-	-	-	-
120 - Increased Administrative Workload	-	-	-	-	-	-	-	-	-
121 - Increased Therapists Investigative Workload	-	-	-	-	-	-	-	-	-
130 - Fingerprint Background Check Fee	-	-	-	-	-	-	-	-	-
131 - Expanded Access to Fluoroscopy Permits	-	-	-	-	-	-	-	-	-
140 - Investigative Workload & Background Checks	1	0.50	124,554	-	-	124,554	-	-	-
150 - Increased Veterinary Investigative Workload	-	-	-	-	-	-	-	-	-
Subtotal Policy Packages	1	0.50	124,554	-	-	124,554	-	-	-
Total 2015-17 Governor's Budget	3	2.50	690,471	-	-	690,471	-	-	-
Percentage Change From 2013-15 Leg Approved Budget	50.00%	25.00%	26.87%	-	-	26.87%	-	-	-

Summary of 2015-17 Biennium Budget

**Health Related Licensing Boards
Speech-Language Path. and Audio.
2015-17 Biennium**

**Governor's Budget
Cross Reference Number: 83300-028-00-00-00000**

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Percentage Change From 2015-17 Current Service Level	50.00%	25.00%	22.01%	-	-	22.01%	-	-	-

Health Related Licensing Boards

Agency Number: 83300

**Agencywide Program Unit Summary
2015-17 Biennium**

Version: Y - 01 - Governor's Budget

Summary Cross Reference Number	Cross Reference Description	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
017-00-00-00000	Mortuary Board						
	Other Funds	1,170,556	1,409,105	1,446,342	1,563,733	1,554,010	-
018-00-00-00000	Naturopathic Medicine						
	Other Funds	554,932	631,110	653,339	759,156	704,543	-
020-00-00-00000	Occupational Therapists						
	Other Funds	289,761	367,857	380,132	510,628	453,824	-
026-00-00-00000	Medical Imaging						
	Other Funds	649,139	836,832	856,351	935,836	915,791	-
028-00-00-00000	Speech-Language Path. and Audio.						
	Other Funds	372,427	529,895	544,232	705,678	690,471	-
029-00-00-00000	Veterinary Medical Examiners						
	Other Funds	579,583	740,203	756,229	942,364	933,465	-
TOTAL AGENCY							
	Other Funds	3,616,398	4,515,002	4,636,625	5,417,395	5,252,104	-

10% REDUCTIONS OPTIONS (ORS 291.216)

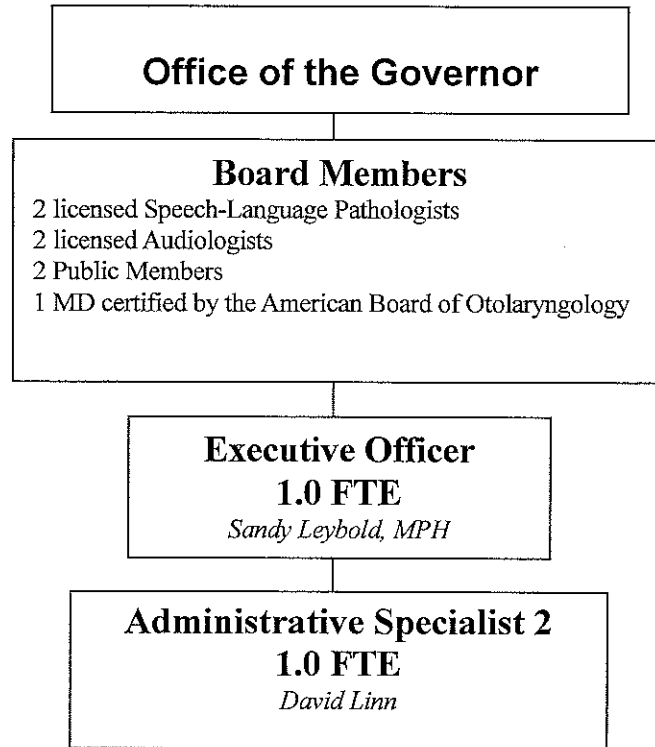
ACTIVITY OR PROGRAM (WHICH PROGRAM OR ACTIVITY WILL NOT BE UNDERTAKEN)	DESCRIBE REDUCTION (DESCRIBE THE EFFECTS OF THIS REDUCTION. INCLUDE POSITIONS AND FTE IN 2011-13 AND 2013-15)	AMOUNT AND FUND TYPE (GF, LF, OF, FF. IDENTIFY REVENUE SOURCE FOR OF, FF)	RANK AND JUSTIFICATION (RANK ACTIVITIES NOT UNDERTAKEN IN ORDER OF LOWEST COST FOR BENEFIT OBTAINED)
Capture savings in State Government Service Charges	LESS 10% STATEWIDE REDUCTION	\$1,357 OF	1
Telecommunications	REDUCTION OF TELECOMMUNICATIONS COSTS	\$2,000 OF	2
Reduce Other Services & Supplies	TO BRING SGSCs to 2013-15 LAB + 3% INFLATION LESS 10% STATEWIDE REDUCTION LEVEL	\$13,365 OF	3
Reduce Publicity & Publications	REDUCE PUBLICATIONS EDUCATING LICENSEES	\$ 1,000 OF	4
Eliminate Dues & Subscriptions	REDUCE TRAINING & BOARD COMPETENCE	\$1,536 OF	5
Reduce/delay Office Supply Purchases	INABILITY TO APPROPRIATELY FILE & SAFEGUARD CONFIDENTIAL INFORMATION	\$3,000 OF	6
Cut In-State Travel by 10%	DIRECTOR & BOARD MEMBERS UNABLE TO CONDUCT BUSINESS; PROBLEMS RECRUITING BOARD MEMBERS; MEETINGS HELD BY PHONE LIMIT PUBLIC INPUT	\$ 686 OF	7
Eliminate Employee Training	BOARD & DIRECTOR CANNOT BE ADEQUATELY TRAINED OR CURRENT WITH NATIONAL BEST PRACTICES	\$3,375 OF	8
Eliminate Out of State Travel	BOARD & DIRECTOR CANNOT BE ADEQUATELY TRAINED OR CURRENT WITH NATIONAL BEST PRACTICES	\$3,686 OF	9
Revert Attorney General Fees to 2013-15 LAB Level	LIMITS BOARD'S ABILITY TO CARRY OUT MISSION OF PUBLIC PROTECTION; RISKS LEGALLY INDEFENSIBLE BOARD ACTIONS; INCREASES BACKLOG OF BOARD ACTIONS	\$ 7, 168 OF	10
Total	10% OF 2015-17 MODIFIED CURRENT SERVICE LEVEL BUDGET=\$57,112	\$57,112 OF	

BUDGET NARRATIVE

Agency Summary: Organization Chart 2013-15

Oregon Board of Examiners for Speech-Language Pathology and Audiology

ORGANIZATION CHART

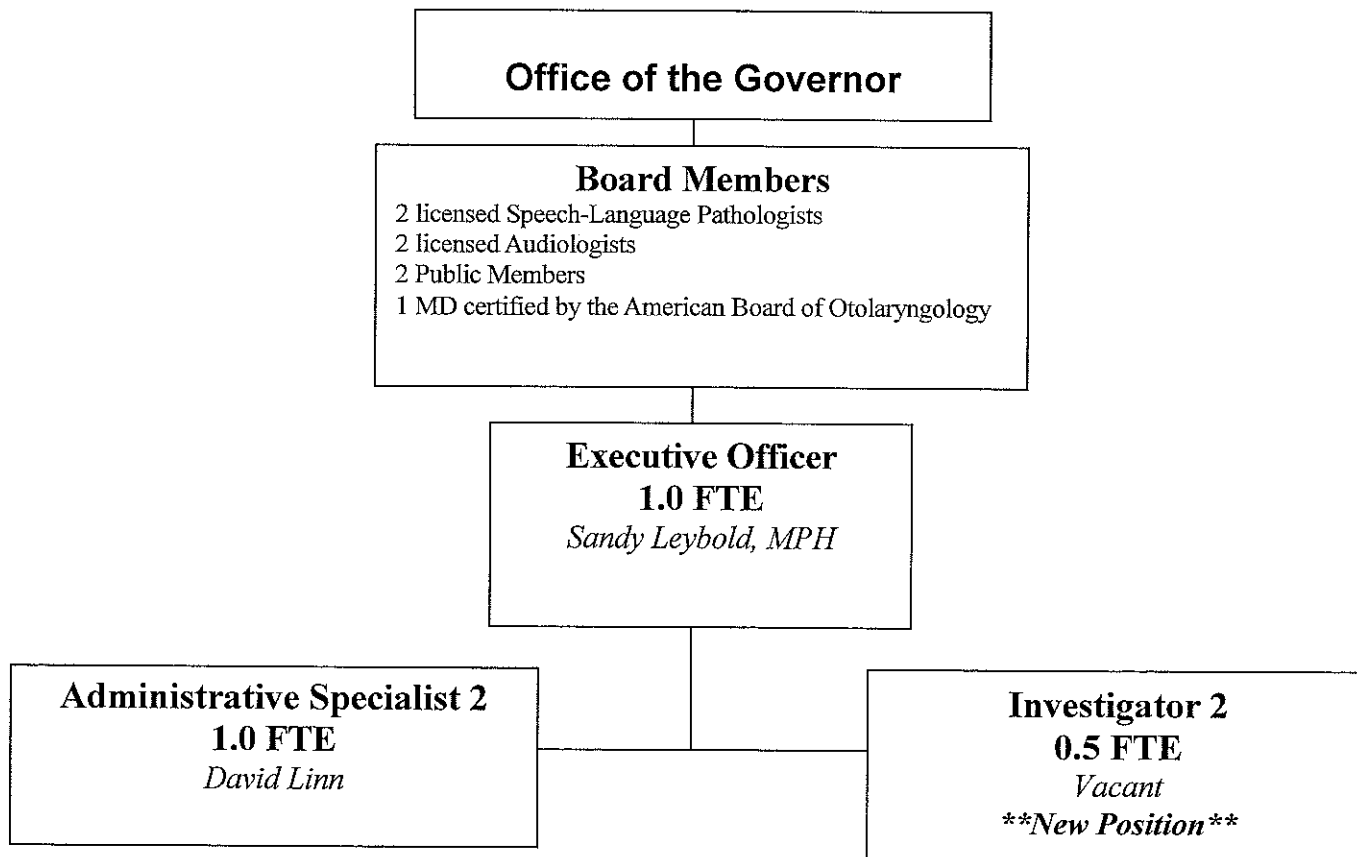


BUDGET NARRATIVE

Agency Summary: Organization Chart, Proposed 2015-17

Oregon Board of Examiners for Speech-Language Pathology and Audiology

ORGANIZATION CHART



BUDGET NARRATIVE

REVENUES

1. Revenue Forecast Narrative

Source: The Board of Examiners for Speech-Language Pathology & Audiology is supported solely by Other Funds. Licensing fees are about 98% of revenue, with the remainder provided through delinquent fees, civil penalties, interest income, and sales of mailing lists.

Matching Funds: None

Agency Programs Funded with Revenue: This agency has one program: regulating speech pathology and audiology practice.

General Limits on Use of Funds: Funds are appropriated for administration and enforcement of ORS 681.205 through 681.991, and OAR 335-001-0000 through 335-070-0095.

Basis for 2015-17 Estimates:

Agency revenue is almost exclusively driven by licensing fees and volume. Licensing volume is affected by the supply and demand for SLPs, SLPAs, and audiologists in Oregon.

Supply is a function of in-migration of qualified professionals and the number of graduates of training programs. In-migration is affected by optimism of migrants seeking jobs in Oregon, the overall employment outlook, and the housing market. These factors have likely provided downward pressure during 2013-15. There continues to be uncertainty about the fundamentals of the national economy and Oregon lags national trends in the recovery. Historically, the number of Oregon graduates has been stable, with only two programs training SLPs and one preparing SLPAs. The supply of new graduates has recently increased. Beginning in 2013, Portland State University expanded to 50 SLP graduates per year (up from 30). In 2014, Pacific University's new SLP program began graduating students, and its new audiology program will produce its first graduates in 2015. BSPA licensee growth has exceeded the federal projections for these occupations, and the job market (at least in metropolitan areas) may be saturated. Some Oregon grads are now seeking jobs out of state.

Demand for hearing and speech professionals is increased by natural population growth and the aging of the population. However, school funding limitations have reduced employment opportunities for SLPs and SLPAs. Demand for SLPAs would be expected to decrease as the supply of SLPs increases, since many school districts would rather hire an SLP if one is available; thus increases in SLP licensees may be offset by decreases in SLPA licensees. The impact of retirement of professionals currently working is not known—although baby boomers are reaching retirement age, the weak economy has caused many people to defer expected retirement, so that jobs may not be vacated for new licensees. If SB 287 is passed, BSPA will issue all new SLP licenses after July 2016; however, many SLPs are currently dually licensed by BSPA and TSPC, so a big influx of new licensees is not expected upon passage of this bill.

BUDGET NARRATIVE

Revenue projected for the current biennium (2013-15) has been updated to reflect the recent renewal cycle which included a fee increase (implemented July 1, 2013) and continued growth in licensing volume. BSPA is projected to generate revenue of \$522,590 this biennium, which is \$58,232 higher than LAB. Although the licensee volume has grown over the last several biennia, the conflicting factors in the supply and demand analysis led to conservative estimates of volume for 2015-17. The revenue budgeted for 2015-17 is the same as that projected for 2013-15 -- or \$522,590.

Adequate revenue is needed to provide funding for both operations and cash flow. Approximately 90% of the Board's revenue is derived from license renewals, which are tied to the license expiration date of January 30th of each even-numbered year. The Governor's Budget projects expenditures of \$690,471 which represents a monthly run rate of \$28,770. The projected ending balance of \$164,713 is 5.7 months' expenditures.

BSPA previously budgeted 7 months of operations for the ending balance. However, in 2011, the renewal deadline was moved 30 days earlier (to December 31st of odd-numbered years), and the agency has seen a positive impact on cash flow. After analyzing the 2011 and 2013 monthly revenue patterns, we now believe cash flow needs can be met with an ending balance equaling 5-6 months of operating costs. This is because the agency receives revenue in May-September from new graduates and licensees moving from other states to take K-12 jobs. Also, since renewals open in November (and peak in the last half of December, right before the December 31st deadline), 5-6 months of ending balance is appropriate.

When projecting needed ending balance, it would be prudent to include an amount to cover extraordinary case costs, for which BSPA is self-insured. A reasonable estimate would be \$20,000 per year or \$40,000 per biennium. While this amount has not been included the ending balance projections in this budget request, it is important to recognize that this business risk remains uncovered.

As the volume and complexity of cases has increased, legal and investigative costs have grown. BSPA is totally supported by licensing fees paid by licensees, with no "reinsurance" provided by the General Fund or any third party policy. The Board must have sufficient reserves to cover actions it takes to protect the public. In one recent case, the Board discovered that another state did not revoke an individual's license because they lacked funds. We want to avoid similar poor public policy.

BSPA's cash reserves must be used to pay investigative, legal, and hearing costs that exceed budget. The Board has statutory authority to charge licensees for the costs of disciplinary proceedings. Nevertheless, at times it may be inappropriate to charge the licensee for legal costs, such as when seeking to avoid hearing costs by entering into a Stipulated Agreement with the licensee. One Board case in which a license limitation was achieved through a Stipulated Agreement consumed over \$10,000 in AAG and OAH fees.

BUDGET NARRATIVE

Proposed Changes in Revenue Sources or Fees

The Board has statutory authority in ORS 681.340 to impose fees for license fees and renewal thereof.

The agency is not requesting a fee increase in 2015-17, although it is expected to be necessary in 2017-19 to support projected CSL. It is reasonable for fees to be raised about every 4-6 years to accommodate inflation and increased workload.

History of BSPA Licensing Fees

The following tables summarize fee changes, their rationale, and amounts over the last 19 years.

Year	Action	Rationale
1995	Licensing fees increased	Support operations
2003	SLPA certificate fees established	New category of licensee: SLPA
2005	Licensing fees increased	Support operations
2008	Permissions fee established	New registration of SLPA supervisors licensed by TSPC; discontinued in 2009
2009	Licensing fees increased administratively	Support operations; generate 2007-09 ending balance needed to maintain agency operations through 2011-13
2011	Requested legislative approval of 2009 fee schedule; request denied and fees reverted to 2005 level	Request supported increased staffing to meet increased administrative/investigative caseload, as approved by December 2010 E-Board
2013	Fee increase approved	Fee increase was requested to support increased staff required to meet increased administrative/investigative caseload as approved by December 2010 E-Board, and to implement fingerprint-based criminal background checks as authorized by 2009 Legislature. However, this fee increase was lowered in the LAB based on legislative denial of a requested 0.5 FTE investigator. New fees were approved for temporary and limited license fee categories and for fingerprinting fees to be passed through to the Oregon State Police .

BUDGET NARRATIVE

BSPA Licensing Fee Schedule								
Fee	Fee Amount 1995	Fee Amount 2005	Fee Amount 2008	Fee Amount 2009	Fee Amount 2011	Fee Amount 2013-15 2015-17	Who Pays?	Biennial/One Time/ Annual
Application Fee	30	40	40	200	40	75	ALL	One Time
Biennial Active License/Renewal Fee	100	160	160	275	160	210	SLP/AUD	Biennial
Biennial Inactive License/Renewal Fee	20	50	50	50	50	50	SLP/AUD	Biennial
Conditional License/Renewal Fee	50	50	50	125	50	50	SLP/AUD	One Time/ Annual
Biennial Certificate/Renewal Fee	--	50	50	150	50	65	SLPA	Biennial
Biennial Inactive Certificate/Renewal Fee	--	20	20	20	20	20	SLPA	Biennial
Delinquent Fee	10	50	50	200	50	100	ALL	When Applicable
Permissions Fee	--	--	80	NA	NA	NA	SLP	Annual
Temporary License	--	--	--	--	--	100	SLP/AUD	When Applicable
Temporary Certificate	--	--	--	--	--	30	SLPA	When Applicable
Limited Term License	--	--	--	--	--	100	SLP/AUD	When Applicable
Limited Term Certificate	--	--	--	--	--	30	SLPA	When Applicable
OSP Background Check	--	--	--	--	--	44.50	ALL	One Time

BUDGET NARRATIVE

Types of Licenses and Who Pays

- Licensing fees are paid on a biennial basis by active speech-language pathologists (SLPs), speech-language pathology assistants (SLPAs), and audiologists (AUDs). Individuals dually licensed in both SLP and AUD pay only a single fee.
- Delinquent fees are levied on licensees who are late in renewing, re-activating after a lapse, and for other reasons specified in our rules (including late or inadequate reporting of professional development).
- The application fee is a one-time, non-refundable fee for initial licenses of all types.
- The conditional license fee is for a special one-year license for newly graduated SLPs during their clinical fellowship year which is renewable for one year if needed while the individual completes their fellowship requirements.
- Miscellaneous fees are charged for sales of mailing lists to licensees or members of the public.

Temporary license fees were approved as part of the 2013-15 budget process. The Board adopted OAR 335-085-0010 to implement this license category, effective July 1, 2013. Temporary licenses are valid for up to 6 months, and its current uses are:

- To allow an applicant to be licensed while awaiting final transcripts to be issued in the event that all degree requirements have been met, but the university only confers degrees at certain dates in the year.
- To allow applicants who are licensed after May 1st of odd-numbered years to be issued a lower-cost limited term initial license, since they will need to renew it by December 31st. This makes the initial costs fairer for licensees applying within a short time before the renewal deadline.
- Effective September 13, 2013, the Board created a new temporary Provisional SLPA license. This license allows an SLPA candidate to complete clinical fieldwork outside of an academic practicum course without engaging in unlicensed practice.

Proposals for New Legislation

Board licensee volume is impacted by SLPs who choose to be licensed by TSPC rather than BSPA to work exclusively for a public school district. If SB 287 passes in 2015, the exemption from BSPA licensure for SLPs licensed by TSPC will be eliminated for those licensed after June 30, 2016. Since 2009, the number of SLPs licensed by TSPC has dropped dramatically. It is estimated that only about 100 remaining TSPC licensees may seek new or reactivated Board licenses in 2015-16, therefore the impact on BSPA revenue is expected to be minimal.

2. Detail of Fee, License or Assessment Revenue Proposed for Increase

No change in fees is requested for 2015-17.

3. Detail of Lottery Funds, Other Funds, and Federal Funds Revenue—See ORBITS BPR012 (same as 107BF07) on page C6.

The Board has one source of funds: Other Funds.

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Health Related Licensing Boards
2015-17 Biennium

Agency Number: 83300
Cross Reference Number: 83300-028-00-00-00000

<i>Source</i>	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
Other Funds						
Business Lic and Fees	364,488	456,858	456,858	517,302	517,302	-
Fines and Forfeitures	6,000	5,000	5,000	1,275	1,275	-
Interest Income	4,875	2,500	2,500	4,013	4,013	-
Other Revenues	228	-	-	-	-	-
Total Other Funds	\$375,591	\$464,358	\$464,358	\$522,590	\$522,590	-

BUDGET NARRATIVE

PROGRAM UNITS

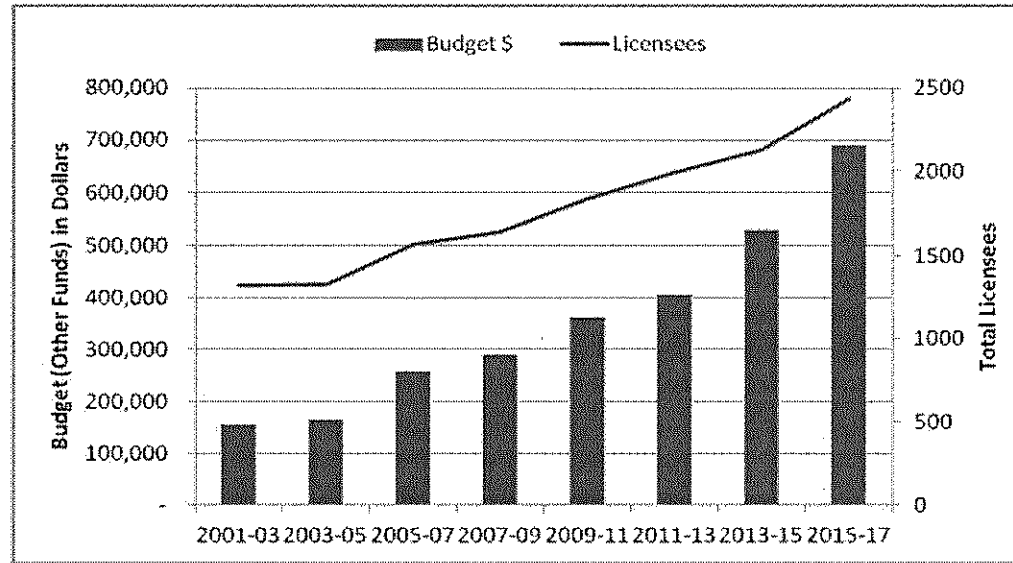
1. Program Unit Organization Charts--The agency has only one program; see Section 1 for current and proposed organization charts.

2. Program Unit Executive Summary

2.a. Outcome Areas: Primary—Safety; Secondary—Not applicable.

2.b. Agency/Program Contact: Sandy Leybold, Executive Director, 971-673-0087

2.c. Total Funds Budget over Time:



2.d. Program (Agency) Overview

The Oregon State Board of Examiners for Speech-Language Pathology & Audiology (BSPA) is the agency that protects the public through the regulation of the practice of speech-language pathologists (SLPs), speech-language pathology assistants (SLPAs) and audiologists in Oregon. The agency comprises one program. The Board has seven members who are appointed by the Governor, and consist of two audiologists, two SLPs, one physician specializing in otolaryngology, and two public members. The agency has two full-time staff: an Executive Director and an Administrative Assistant.

BUDGET NARRATIVE

2.e. Program Funding Request

BSPA is entirely funded through Other Funds. Budgeted expenditures for 2015-17 are \$690,471. This will fund the existing full-time executive director and full-time administrative assistant, and a new part-time (0.5 FTE) investigator to carry out BSPA's licensing, compliance, complaint investigation, outreach, and policy initiatives given the increased volume of licensees and cases. These expenditures will be funded by projected revenue of \$522,590 and drawing on the 2015-17 beginning balance of \$332,594.

Importantly, BPSA plans to enhance its criminal background checks to include fingerprint-based FBI checks, implementing the statutory authority granted in the 2009 Legislative Session. Currently BSPA relies on self-reported criminal history in reviewing applicants for initial licensure and renewals. The Board established an objective of enhancing criminal background checks in 2010, but did not obtain approval for needed resources to support this function in the past two biennia. The lack of a robust criminal background check function was pointed out during the Secretary of State's audit of Health Professional Regulatory Boards in its 2014 report. A Policy Package outlines the staff costs and associated legal, administrative hearings, and clinical consulting fees needed to support the agency's already increasing disciplinary caseload, the implementation of enhanced background checks, and the further increase in investigative and other costs associated with a further increased caseload resulting from such checks.

2.f. Program Description

BSPA regulates the professional practice of speech-language pathology and audiology through reviewing credentials for licensure, ongoing monitoring of licensees through compliance audits, and investigating complaints regarding professional competence and conduct. BSPA issues licenses to qualified applicants on an ongoing basis, and renews licenses biennially.

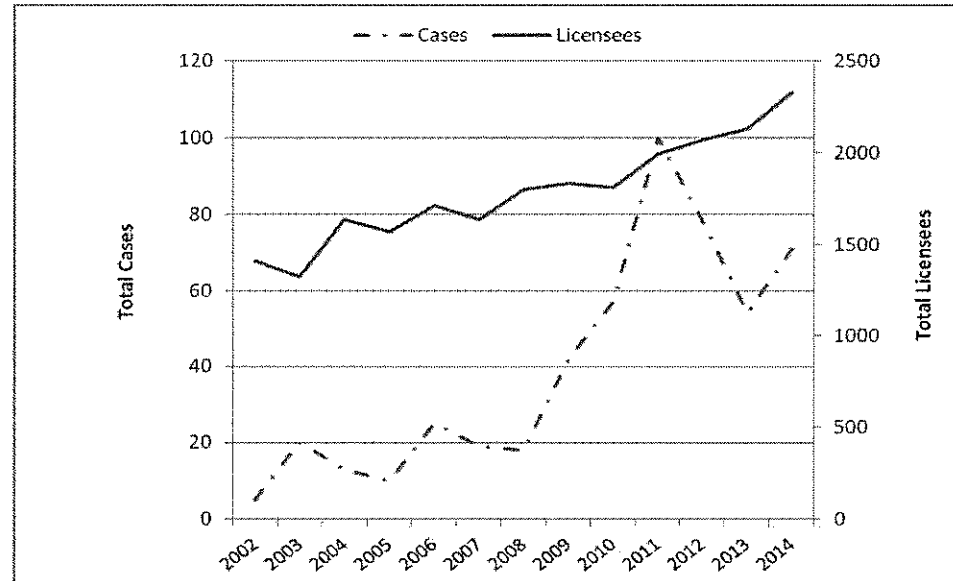
BSPA references national standards developed by the American Speech-language Hearing Association (ASHA) regarding scope of practice, required education and training, and professional and ethical standards. BSPA also solicits input from the Oregon Academy of Audiology (OAA) and Oregon Speech-language Hearing Association (OSHA) regarding issues important to licensees.

Cost Drivers

- **Licensee Volume:** As of January 2015, BSPA had a record high of 2,435 licensees, up 14.3% from 2012. This impacts licensing, customer service, and investigation/compliance workload.
- **Volume of Complaints & Disciplinary Actions:** Complaints are investigated by the Executive Director, with input from clinical consultants. As of October 2013, BSPA also contracts with a licensed private investigator, but the professional services budget only provides for about a half-day a week of investigator time. The Board reviews the investigative report and relevant records, and may vote to revoke, suspend, reprimand, or deny a license, and/or to impose a civil penalty. The Board also is authorized to impose legal costs on a licensee. Investigative cases have increased almost five-fold since 2008, due to improved public education and awareness of the Board's role in public

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protection, and increased Board-initiated compliance activities. This has increased investigative, administrative and legal costs, and slowed down the time to complete investigations and issue disciplinary notices. Implementation of enhanced criminal background checks will further increase the investigative caseload.



- **Statewide Initiatives:** Efforts such as information security and other planning and budgeting processes require significant agency administrative resources.
- **Policy Initiatives:** Researching and adopting best practices in the regulation of these professions requires administrative and legal resources. BSPA statute and rules were updated significantly in 2010-11. Until July 2013, the Board's Executive Director and Administrative Assistant were both part-time (for a total of 1.4 FTE). As a result, Board policy goals were scaled back in light of limited staffing.

Stakeholders and Partners

BSPA works with applicants, licensees, national and state professional associations, other Oregon health professional regulatory boards, licensing boards in other states, members of the public, professional training programs, insurance companies, and state Medicaid representatives. Collaboration with these partners helps inform the Board's policy decisions, rule-making and compliance activities, and adoption of best practices.

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Since many Board licensees work in public schools, BSPA also works regularly with Oregon's Teacher Standards and Practices Commission (TSPC) and Department of Education (ODE) on issues of mutual interest. SB 287 is the culmination of 6 years of policy work to standardize the licensure and professional development requirements for SLPs licensed in Oregon.

2.g. Program Justification and Link to 10-Year Outcome

Safety Outcome Strategy 5 is to "Provide education, advocacy and regulatory efforts to ensure the safety, soundness and availability of markets for goods, services, financial products and labor". BSPA's mission is to protect the public as it relates to the practice of speech-language pathology and audiology. Board functions address professional competence and professional conduct, focusing on remediation and prevention.

SLPs, SLPAs, and audiologists provide services to children, seniors, and disabled and/or vulnerable adults. SLPs treat swallowing disorders in patients with traumatic brain injury or stroke, and their clinical judgment can mean life or death for these patients at risk for aspiration. Incompetent hearing and speech professionals can have a significant negative impact on the appropriate development or rehabilitation of patients in their care. Any licensee exhibiting inappropriate behavior such as client abuse, boundary issues, and professional impairment can endanger or otherwise victimize Oregonians. Recent Board actions have addressed all these issues. For example, in one case of endangerment of elderly patients in a skilled nursing facility through incompetent care by an SLP, the Board acted swiftly to issue an emergency suspension and license revocation.

Professional Competence

The Board has established educational and training standards for initial and renewed licensure for all licensees and audits the professional supervision of SLPAs by SLPs. Board rules also require licensees to accurately represent their credentials to their clients and the public.

BSPA has adopted ASHA standards for licensing SLPs and audiologists, who must hold graduate degrees (a master's for SLPs and a clinical doctorate for audiologists), complete a year of supervised clinical experience, and pass a national examination. Holders of the ASHA credential experience streamlined processing of their Oregon license application. ASHA has developed national guidelines for SLP and Audiology practice, and the Board frequently refers to ASHA policy statements and scope of practice when determining whether licensees meet the Board rule requiring that licensees perform all services competently. There is no national credential for SLPAs. SLPA licensure began in Oregon in 2003 as a response to SLP workforce and recruiting concerns, especially in rural areas. Oregon SLPA certification standards include the equivalent of an associate's degree, plus a 100-hour supervised clinical practicum. These measures support Strategy 5 by coordinating state regulations with national guidelines to improve mobility of the workforce.

Ongoing competence is addressed through Board rules for professional development (PD) for all licensees. BSPA monitors compliance through random biennial audits. Licensees failing an audit are sanctioned and re-audited. Also, licenses are not renewed unless licensees attest to required PD.

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Competence is also addressed through Board rules regarding the SLPA scope of practice and ongoing professional supervision of SLPAs by qualified SLPs. Compliance is monitored through an annual audit, and violations are subject to disciplinary action.

Professional Conduct

Board rules define unprofessional conduct and prohibit acts that abuse, defraud, mislead, or endanger clients or the public. BSPA monitors professional conduct by screening applicants for criminal or disciplinary history and by investigating complaints against licensees. BSPA conducts a rudimentary background check based on self-reported behavior of applicants for initial or renewed licenses, and the verification of good standing from other reported licensing jurisdictions for new applicants. No independent verification occurs. Raising Board standards for background checks through fingerprint based checks and verification of Oregon law enforcement history is a priority to improve the Board's role in public protection.

Education/Outreach Efforts

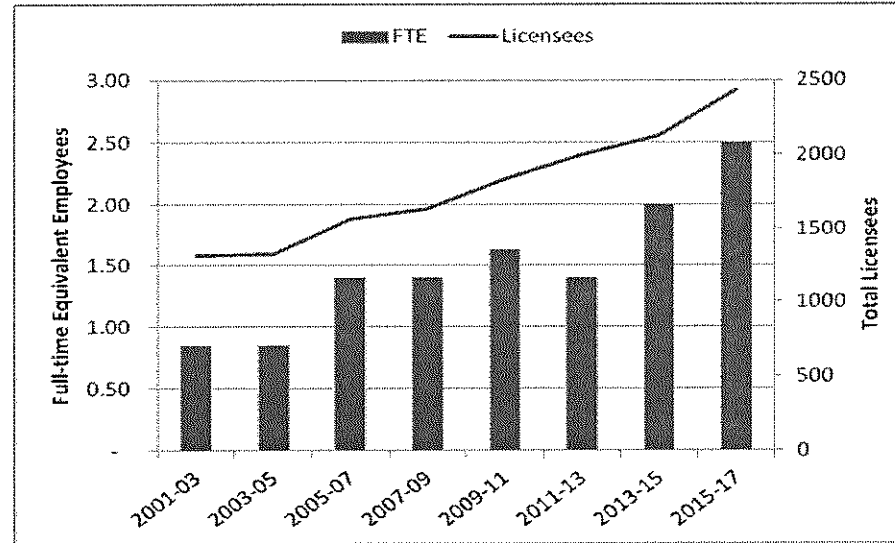
A complaint form is available on line for members of the public, patients, or professionals to complete. Frequently concerns are reported via phone, then documented in writing and submitted to the Board. Complaints are investigated by the Executive Director, with input from clinical consultants. The Board reviews the investigative report and relevant records, and may vote to revoke, suspend, reprimand, or deny a license, and/or to impose a civil penalty. The Board also is authorized to impose legal costs on a licensee. Legal fees paid to the Department of Justice are a significant and rising budget line item.

The Executive Director and Board members regularly present information at professional meetings and training programs to educate speech and hearing professionals and students about the Board's standards and its role in public protection. The Executive Director publishes a newsletter for all licensees and stakeholders 2-3 times per year, to educate interested parties about policy matters and to help prevent violations of Board rules.

2.h. Program Performance

Staffing remained constant between 2005 and 2013, with the exception of a temporary increase approved in December 2010 by the E-Board. As of January 2012, the number of licensees was up 32% since 2005, and the number of cases was up almost eight-fold through 2011. After two requests, the administrative staff was made full-time in 2013, bringing the staffing from 1.4 to 2.0 FTE. However, an additional 0.5 FTE and other related non-salary resources are now required to deal with increased volumes, the need to meet quality benchmarks for background checks, and increasing compliance activities.

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2.i. Enabling Legislation/Program Authorization

Statutory authority for this regulation is provided in ORS Chapter 681 and ORS Chapter 676 (for Health Professions Generally), and implemented through OAR Chapter 335.

2.j. Funding Streams

BSPA's functions are entirely supported by Other Funds. Licensing fees provide 98% of agency revenue; the remainder is from delinquent/late fees, civil penalties, interest income, and sales of licensee mailing lists.

2.k. Significant Proposed Program Changes from 2013-15

To implement fingerprint-based criminal background checks for applicants for licensure and support the increased case volume, an investigator will be hired for 0.5 FTE. This will bring the total agency staff from 2.0 FTE to 2.5 FTE.

An increase in licensing and delinquent fees was implemented in 2013-15, which provided revenue for the 2.0 full-time staff. The 2013 Legislature also approved BSPA to charge licensees the cost of the Oregon State Police fingerprint search, with all new revenue passed through to OSP. No new fees or fee increases are necessary to support the part-time investigator and other expenses in the proposed Policy Package.

BUDGET NARRATIVE

3. Program Unit Narrative—The agency has only one program; see Section 1

4. Packages

The Board is requesting both essential packages and one policy package:

a. Package Narrative

Essential Packages

010 Non-PICS Personal Services/ Vacancy Factor—This package reflects an increase in Public Employees' Retirement System pension obligation bond payment calculated by the state, and an adjustment to the mass transit tax. These items total \$1,290. Vacancy savings is not anticipated.

031 Standard Inflation and State Government Service Charges—This package increases most Service and Supplies costs by 3.0%.

Attorney General fees were increased by a factor of 19.2%, although the price list shows an increase in DOJ fees of 20.8%. This means that if AAG hourly fees go up as projected, this agency will need to reduce usage by almost 2% just to maintain the current service level. The total standard inflation amount is \$12,640.

Total State Government Service Charges are projected to increase astronomically—from \$23,714 in the 2013-15 LAB to \$35,346 in this GBB. These charges are now spread out into the SGSC line item (the “assessments) and in Other S&S. This represents a 49% increase in overhead charged to this two-person agency. The Board continues to be interested in semi-independent status or other relief in order to more cost-effectively meet the agency's needs for payroll, accounting, banking, and other services.

032 Above Standard Inflation—This includes a new \$728 State Data Center charge and additional inflation of 0.3% applied to Professional Services and IT Professional Services per DAS CFO direction, as well as \$4,313 of the State Government Service Charges that are mentioned in total above. The total amount above standard inflation is \$5,129.

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Policy Package

140—Investigative Workload & Background Checks SCR 83300-028-00-00-00000

Purpose—To conduct timely and professional investigations of complaints and compliance issues, and to implement enhanced criminal background checks, the Board needs to have trained professional investigative staff that is knowledgeable about Board and other State rules and expectations. This work is intrinsic to the Board’s mission of public protection.

Increased Caseload—The Board’s investigative caseload based on complaints and compliance issues, as well as criminal history reported on application, has increased dramatically over the past several years:

Year	Number of Cases Investigated
2006	3
2007	18
2008	16
2009	41
2010	58
2011	100
2012	72
2013	54
2014	71

This increase is attributed to the public being better educated in consumerism, professionals being more diligent about reporting practice concerns, and licensees becoming more aware of their obligations to self-report incidents. It is also higher because the overall licensing volume has increased more than 36% since 2006. BSPA’s investigative workload is expected to further increase over the next biennium.

Not only have the number of investigations increased, but several cases have addressed serious patient care and safety issues. In 2009, the Board revoked two licenses for ethical concerns regarding appropriate relationships with minors, and limited two licenses due to concern about professional competence in diagnosing and treating hearing disorders in infants and pre-school children. In July 2010, the Board issued an emergency suspension due to concerns about professional competence of an SLP and the risk to the public of her continuing to treat dysphagia patients (those with swallowing disorders), and the Board

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has accepted the voluntary surrender of another SLP related to issues in dysphasia treatment. In 2014, the Board issued a final order to revoke the license of an SLP as a result of a four-year investigation and contested case process.

At the same time, the Board has become more diligent about compliance with Board regulations that most impact public safety, such as appropriate SLPA supervision, ongoing professional development, and unlicensed practice.

Currently a significant amount of investigative and legal work is performed by the Executive Director. Contracted SLP and audiologist clinical consultants are called upon for their professional expertise to assess the severity of complaints involving patient care, review patient records and assess clinical competence. Since October 2013, BSPA has also contracted with a licensed private investigator with health regulatory experience, but the resources available for these services are limited. Sometimes BSPA has been able to “piggy-back” on investigations conducted by other agencies to achieve Board goal, although confidentiality laws limit the amount of inter-agency collaboration possible. Increased workload and limited resources have caused delays in investigating complaints, implementing Board actions, and monitoring compliance with Board orders.

Dedicated, trained investigative staff is needed to manage this caseload efficiently and effectively.

Enhanced Criminal & Disciplinary Background Checks—In 2009, the Legislature provided statutory authority for all Health Professional Regulatory Boards to perform criminal background checks (including fingerprinting) on applicants, employees, and licensees.

In 2010, the Board established a goal of enhancing its criminal background check procedures in 2010. Later that year, in December 2010, BSPA approached the E-Board to increase the Executive Director (historically only 0.6 FTE) to full-time and to add a 0.5 FTE Investigator. This was approved for the last 6 months of the 2009-11 biennium, but similar staff requests were denied in the 2011-13 budget. When denying the request for a staff investigator in 2011, the Legislature approved approximately \$25,000 of professional services to buy investigator time. This is the equivalent of only 22 hours per month (about a half-day per week).

Again, in 2013-15, BSPA requested the Executive Director and Administrative Assistant positions to be made full-time, and the addition of a 0.5 FTE Investigator. The administrative staff increases were approved, but the Investigator was again denied by the Legislature. The \$25,000 intended for contract investigator services was continued.

Not only has the amount of resources been insufficient to implement criminal background checks, but the contract investigator was not a feasible solution for another reason. Importantly, until early 2014, OSP has required anyone accessing LEDS to be a State of Oregon employee (for security reasons), not a

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contractor. Even with the additional flexibility now being granted by OSP, having a contracted investigator rather than a staff investigator presents continuity and security issues that must be resolved before a contract investigator can conduct such checks.

Currently, the Board relies on applicants to self-report criminal and licensing history. If criminal history or licensure in another jurisdiction is reported, then legal or other documents are requested and evaluated before licenses are issued or renewed. Licensees applying to renew their licenses are only reviewed for criminal incidents they report.

Other health professional boards that perform third-party background checks report that 6-10% of licensees or applicants fail to self-report relevant history. Speech and hearing professionals work predominantly with children, seniors, and disabled individuals. They practice in multiple settings, including schools, hospitals, home health agencies, skilled nursing facilities, and solo private practice. In addition, many SLPs now practice across state lines through telepractice or “traveling” with staffing agencies, which means that current Oregon licensees are more likely to have criminal or licensing history in other states. For these reasons, the Board determined that it needs to increase its standards for background checks to protect the public. This has been a goal of the Board since 2010.

In fall 2013, the Secretary of State’s Audits Division conducted a performance audit (2014-06) of all Health Professional Regulatory Boards, and made the following recommendation: “We recommend boards give further consideration to background check policies for professionals who handle drugs or interact with vulnerable populations”. This finding adds further impetus to the Board’s goal of enhancing criminal background check procedures.

How achieved—The proposed plan would require all initial applicants to undergo a fingerprint-based FBI background check that is administered through the Oregon State Police (OSP). Licensees applying for renewal will be checked either before or after their renewal is completed to ensure that their self-reporting is accurate, and investigate any unreported incidents. Licensees would be checked through Oregon LEDS (Law Enforcement Data System) and a national database, which do not require fingerprinting. ***Enhanced background checks cannot be implemented without additional investigative resources, in the form of dedicated staff.***

This policy package includes a total of \$124,554 requested to:

- Establish a new 0.5 FTE Investigator 2 position, budgeted at step 2 of the range, with benefits, for a total of \$77,365, based on the following workload calculations:

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Staff Investigator Budget Assumptions

144	Cases per year
5	Assume 5 cases/year are intensive; 2.5 are contested
444	Hrs for routine cases, at 3 hrs per case
50	Hours at additional 10 hours/intensive case
75	Hours for screening of background check info@ 15 mins/applicant for for 300 new applicants/year
50	Hours for screening of background check info@ 3 mins/renewal for 2000 renewals per biennium
20	Hrs for policy & procedures update
120	Hours for planning and coordinating investigations
44	Bd meetings--4 @ 11 hrs each to prep and attend
803	Total Working Hours for contract investigator/year
803	worked hours per year
60	vacation and personal business leave @ 3 weeks
40	holidays
48	sick @ 12 days/year
951	Total paid annual hours
0.46	FTE

1040 is 0.5 FTE

- Provide necessary non-salary startup and ongoing support for the Investigator position. A cost estimate for office space and supplies, phone, laptop, IT setup services, training and recruitment. Non-salary expenses budgeted for this position includes in-state travel funds to cover investigation-related travel. Altogether, these expenses are estimated at \$13,326. This is less than the \$17,983 which DAS uses as a standard estimate for similar positions.

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- Add \$28,863 in incremental legal fees to pay the Department of Justice (DOJ) for the agency’s higher caseload. This is based on the following calculation:

37	Assume .25 hour per routine case
50	Assume 10 hours per intensive case
75	Additional 30 hours per contested case
32	Bd mtgs--4@8 hrs each to prep and attend
194	Hours per year
388	Hours per biennium
\$74,496	Fees at \$192/hour (per DOJ price list)
\$28,863	INCREMENTAL vs. \$45,633 CSL

For comparison, note the following history of this budget line item:

	2007-09 Actual	2009-11 LAB	2011-13 LAB	2013-15 LAB
AAG Fees	\$29,987	\$27,329	\$34,995	\$38,323

- Add \$5,000 in professional services to address contract clinical consultant needs. This is based on an estimate of 5 cases per year and 10 hours per case at \$50 per hour.

Even with the additional expenditures outlined in this policy package, BSPA will absorb additional expenses and workload into our CSL budget:

- There is no additional money budgeted for incremental hearing officer fees to the Office of Administrative Hearings (OAH). These fees, if incurred for contested cases, will need to be covered by the existing professional services budget.
- The cost of the actual OSP/FBI search will be borne directly by the applicant, based on the legislative approval in 2013 for BSPA to charge applicants a fingerprinting fee. However, the amount charged applicants is identical to the amount OSP will charge BSPA, without any contribution to BSPA administrative costs.

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- BSPA staff workload will increase, since the criminal background checks will increase significantly the tasks and timeframe involved in processing license applications. The Administrative Assistant will need to collect another fee from each applicant, and track the status of the fingerprint process. Although the state has contracted with Fieldprint for electronic print capture, this contract is for in-state applicants only as of January 2015. For out-of-state applicants, the Assistant will need to issue a fingerprint card, receive the completed card, forward it to OSP, and track these procedural steps. (Note: BSPA and other agencies have advocated to broaden the scope of the contract with Fieldprint so that electronic capture may become possible for all U.S. applicants.) The investigator will review the OSP report according to Board-established criteria. A LEDS-based query will be made by the investigator for renewal applicants. Concerns will be investigated by obtaining personal statements from the applicant and other relevant persons. The investigator will also assess the veracity of information on the application as compared to the information obtained from external sources (for instance, disciplinary history from a jurisdiction that the applicant did not report). After coordination and review by the Executive Director, the investigator will present cases to the Board for adjudication before applicants are approved for initial or renewed licensure.
- BSPA also intends to obtain access to a “data mining” subscription service to look for out-of-state addresses, different names used, etc., to support investigations. We are exploring sharing this subscription with one or more other boards, and therefore expect to cover the cost within the Other Services and Supplies expenses included in CSL.
- Based on other agencies’ experiences, the number of instances of criminal or disciplinary history requiring investigation is expected to double the investigative caseload. The Investigator will need to develop systems to handle this caseload in an efficient manner, and work with the Executive Director and Administrative Assistant on enhanced policies and procedures for investigation, record-keeping, correspondence, case-tracking to make sure that licensing functions and communications with applicants and licensees are handled effectively.
- The Board will need to develop explicit criteria for evaluating criminal background, again to handle this increased volume in a cost-effective way without adding Board meetings and their associated costs. The Investigator and Executive Director will need to provide recommendations and systems to support this as part of staff support for the Board’s work.
- Overall, the time between application and issuing a license is expected to increase from the current average of 4 weeks to 6-8 weeks. The Administrative Assistant will need to track the fingerprinting and review processes, and respond to more frequent status inquiries from applicants. Background checks of existing licensees will add to the complexity and time needed to process renewal applications, or will add administrative work in the form of a retrospective audit of reported criminal behavior on renewal applications. Each of these processes will take significant additional administrative support time. There is only 1.0 FTE to handle all administrative support tasks, including license application review and processing,

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accounts payable and receivable, three biennial Key Performance Measure audits, daily correspondence and phone inquiries, website management, maintaining operational statistics, and other administrative tasks.

Alternatives to the Proposed Solution—Without a dedicated, trained investigator, BSPA has tried a number of approaches to getting investigative needs met. However, these efforts have not yielded consistent support.

Executive Director – Historically, the Executive Director has drafted all subpoenas, legal notices, and prepares all investigation materials for each Board meeting. With limited time and training, the Executive Director has usually performed desk reviews, and conducted interviews via telephone without them being recorded. The ED also maintains a spreadsheet tracking the status of cases, enters information into the licensing database, and creates case summaries for posting on the agency’s website. The Executive Director also posts Board actions on the national data bank (HIPDB) as required by federal law. The Executive Director has completed 6 days of training in investigation techniques, and frequently consults with the agency’s AAG on investigation strategy and tasks. This is an expensive use of both the attorney and executive director. The requested Investigator 2 would give the agency the skills and time to perform field investigations and interviews, and would free the Executive Director from the investigative tracking and record-keeping functions.

However, an Investigator 2 is not expected to write legal notices. To keep AAG costs and investigator costs as low as possible, the Executive Director will still need to draft most legal notices. The Executive Director cannot perform investigative work and provide the administrative and policy-level oversight the agency needs.

Contractors—A Professional Services Contract was issued in October 2013 with a licensed private contract investigator with experience working for other state agencies, including other health professional regulatory boards. Prior to identifying this individual, BSPA was unsuccessful in finding a contractor with sufficient time and experience to take on the Board’s work. Also, the amount granted in two biennial budgets for this function is insufficient, providing for only about one-half day per week. Any outside consultant has to juggle multiple clients’ needs and may not be available when needed by BSPA.

Clinical Consultants—Currently the Board contracts with three speech and hearing professionals who participate in some interviews of complainants and licensees and provide clinical consultation regarding scope of practice issues. However, their time is limited to a few hours per month (they are moon-lighting from their professional jobs), they are off-site, and they are not trained in legal or investigative procedures.

Shared Staff—The Executive Director has sought contracts with investigators who are currently working part-time at other agencies. However, without an approved position, such inter-agency arrangements are difficult at best. Services & Supplies dollars cannot be used to buy an FTE unless the other agency has unfilled positions. The other health licensing boards are all small agencies with little or no excess capacity in their staffing patterns. When approved by

BUDGET NARRATIVE

E-Board to hire a limited duration part-time Investigator, BSPA was able to share a position with another health professional regulatory board. This arrangement only existed for a few months, and was of limited success.

Piggy-backing on Other Investigative Resources—In a few cases, the Board was able to take disciplinary action partly based on investigative work done by a licensee's employer, another state agency, or another interested third party. However, confidentiality and security issues make this a difficult practice.

Staffing Impact—The Board proposes to establish a new, part-time (0.5 FTE) regular Investigator 2 position. This level of position was determined by evaluating the Board's needs, reviewing job specifications, and consulting with other licensing boards. Salary and benefits for this additional staff is \$77,365 for the biennium. Related Services and Supplies add \$47,189. The total package cost is \$124,554.

Quantifying Results—The Board tracks all expenditures monthly, and pays particular attention to Attorney General Legal Fees. The staff Investigator is expected to help develop better statistical tracking systems for investigative functions and to support closer tracking of the licensure process as it relates to the background checks.

Revenue Source—Revenue to support this package is to be provided by licensing and fingerprinting fees already included in CSL.

b. Essential and Policy Package Fiscal Impact Summary

ORBITS BPR013 follows on page D16.

c. Policy Packages Involving IT Projects

Not applicable.

5. Detail of Lottery Funds, Other Funds, and Federal Funds Revenue

See ORBITS BPR012 on page C6.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Health Related Licensing Boards
 Pkg: 010 - Non-PICS Psnl Svc / Vacancy Factor

Cross Reference Name: Speech-Language Path. and Audio.
 Cross Reference Number: 83300-028-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Personal Services							
Pension Obligation Bond	-	-	813	-	-	-	813
Mass Transit Tax	-	-	477	-	-	-	477
Total Personal Services	-	-	\$1,290	-	-	-	\$1,290
Total Expenditures							
Total Expenditures	-	-	1,290	-	-	-	1,290
Total Expenditures	-	-	\$1,290	-	-	-	\$1,290
Ending Balance							
Ending Balance	-	-	(1,290)	-	-	-	(1,290)
Total Ending Balance	-	-	(\$1,290)	-	-	-	(\$1,290)

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Health Related Licensing Boards
Pkg: 031 - Standard Inflation

Cross Reference Name: Speech-Language Path. and Audio.
Cross Reference Number: 83300-028-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
Instate Travel	-	-	200	-	-	-	200
Out of State Travel	-	-	111	-	-	-	111
Employee Training	-	-	98	-	-	-	98
Office Expenses	-	-	207	-	-	-	207
Telecommunications	-	-	103	-	-	-	103
State Gov. Service Charges	-	-	3,742	-	-	-	3,742
Publicity and Publications	-	-	55	-	-	-	55
Professional Services	-	-	759	-	-	-	759
IT Professional Services	-	-	123	-	-	-	123
Attorney General	-	-	5,211	-	-	-	5,211
Dues and Subscriptions	-	-	46	-	-	-	46
Facilities Rental and Taxes	-	-	575	-	-	-	575
Agency Program Related S and S	-	-	581	-	-	-	581
Other Services and Supplies	-	-	724	-	-	-	724
IT Expendable Property	-	-	105	-	-	-	105
Total Services & Supplies	-	-	\$12,640	-	-	-	\$12,640
Total Expenditures							
Total Expenditures	-	-	12,640	-	-	-	12,640
Total Expenditures	-	-	\$12,640	-	-	-	\$12,640

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Health Related Licensing Boards
 Pkg: 031 - Standard Inflation

Cross Reference Name: Speech-Language Path. and Audio.
 Cross Reference Number: 83300-028-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Ending Balance							
Ending Balance	-	-	(12,640)	-	-	-	(12,640)
Total Ending Balance	-	-	(\$12,640)	-	-	-	(\$12,640)

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Health Related Licensing Boards
Pkg: 032 - Above Standard Inflation

Cross Reference Name: Speech-Language Path. and Audio.
Cross Reference Number: 83300-028-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
Data Processing	-	-	728	-	-	-	728
Professional Services	-	-	76	-	-	-	76
IT Professional Services	-	-	12	-	-	-	12
Other Services and Supplies	-	-	4,313	-	-	-	4,313
Total Services & Supplies	-	-	\$5,129	-	-	-	\$5,129
Total Expenditures							
Total Expenditures	-	-	5,129	-	-	-	5,129
Total Expenditures	-	-	\$5,129	-	-	-	\$5,129
Ending Balance							
Ending Balance	-	-	(5,129)	-	-	-	(5,129)
Total Ending Balance	-	-	(\$5,129)	-	-	-	(\$5,129)

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Health Related Licensing Boards
 Pkg: 140 - Investigative Workload & Background Checks

Cross Reference Name: Speech-Language Path. and Audio.
 Cross Reference Number: 83300-028-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Personal Services							
Class/Unclass Sal. and Per Diem	-	-	37,668	-	-	-	37,668
Empl. Rel. Bd. Assessments	-	-	44	-	-	-	44
Public Employees' Retire Cont	-	-	5,948	-	-	-	5,948
Social Security Taxes	-	-	2,882	-	-	-	2,882
Worker's Comp. Assess. (WCD)	-	-	69	-	-	-	69
Mass Transit Tax	-	-	226	-	-	-	226
Flexible Benefits	-	-	30,528	-	-	-	30,528
Total Personal Services	-	-	\$77,365	-	-	-	\$77,365

Services & Supplies							
Instate Travel	-	-	5,000	-	-	-	5,000
Employee Training	-	-	-	-	-	-	-
Office Expenses	-	-	500	-	-	-	500
Telecommunications	-	-	600	-	-	-	600
Data Processing	-	-	250	-	-	-	250
Professional Services	-	-	5,000	-	-	-	5,000
IT Professional Services	-	-	500	-	-	-	500
Attorney General	-	-	28,863	-	-	-	28,863
Employee Recruitment and Develop	-	-	200	-	-	-	200
Facilities Rental and Taxes	-	-	4,176	-	-	-	4,176
Other Services and Supplies	-	-	400	-	-	-	400
Expendable Prop 250 - 5000	-	-	400	-	-	-	400

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Health Related Licensing Boards
 Pkg: 140 - Investigative Workload & Background Checks

Cross Reference Name: Speech-Language Path. and Audio.
 Cross Reference Number: 83300-028-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
IT Expendable Property	-	-	1,300	-	-	-	1,300
Total Services & Supplies	-	-	\$47,189	-	-	-	\$47,189
Total Expenditures							
Total Expenditures	-	-	124,554	-	-	-	124,554
Total Expenditures	-	-	\$124,554	-	-	-	\$124,554
Ending Balance							
Ending Balance	-	-	(124,554)	-	-	-	(124,554)
Total Ending Balance	-	-	(\$124,554)	-	-	-	(\$124,554)
Total Positions							
Total Positions							1
Total Positions	-	-	-	-	-	-	1
Total FTE							
Total FTE							0.50
Total FTE	-	-	-	-	-	-	0.50

12/29/14 REPORT NO.: PDPFISCAL
 REPORT: PACKAGE FISCAL IMPACT REPORT
 AGENCY: 83300 HEALTH RELATED LICENSING BRDS
 SUMMARY XREF: 028-00-00 Speech-Language Path. and Audi

DEPT. OF ADMIN. SVCS. -- PPDB PICS SYSTEM

2015-17
 PICS SYSTEM: BUDGET PREPARATION

PAGE
 PROD FILE

PACKAGE: 140 - Investigative Workload & Backg

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
0000235	UA	C5232	AA INVESTIGATOR 2	1	.50	12.00	02	3,139.00		37,668			37,668
										39,471			39,471
TOTAL PICS SALARY										37,668			37,668
TOTAL PICS OPE										39,471			39,471
TOTAL PICS PERSONAL SERVICES =				1	.50	12.00				77,139			77,139

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BUDGET NARRATIVE

Special Reports

Information Technology-related Projects/Initiatives in 2015-17

Not applicable.

Annual Performance Progress Report

The Board's Annual Self-Evaluation was conducted at its August 8, 2014 meeting, and the Board reviewed the 2013-14 APPR at their November 7, 2014 meeting. The APPR is included in this section.

Facility Proposal Impact on Work Space Requirements

To accommodate the requested 0.5 FTE Investigator, space is expected to be sub-leased from another licensing Board within Suite 407 of the Portland State Office Building.

Audit Response: BSPA was included in the Secretary of State's audit of all Health Professional Regulatory Boards (SOS 2014-06). The joint response is included in this document. This Governor's Budget includes a Policy Package to add a 0.5 FTE Investigator position and the other legal and professional services fees required to support the agency's current workload and the enhanced criminal background check function. This position was requested originally at the December 2010 E-Board, and in the budget requests for 2011-13 and 2013-15.

The other recommendation is for expanded Board training. BSPA's Executive Director has developed and maintained a Board Orientation Manual that is reviewed with each incoming Board member in person before their first meeting. In addition, the Executive Director has successfully obtained and utilized additional resources over the last few biennia for Employee (and Board member) Training and Out-of-State Travel to support Board members' attendance at the excellent one-day Board member training session provided at the annual meeting of the National Council of State Boards of Speech-Language Pathology & Audiology. Both the Executive Director and Chair attended the recent training provided by the Executive Appointment's Office as well. If other quality training offerings become available, BSPA would gladly take advantage of collaboration with other State agencies (including DOJ) to offer these to its Board members.

Affirmative Action Report

BSPA's affirmative action policy provides that any appointments or hiring of employees for the Board of Examiners for Speech-Language Pathology and Audiology will be free of discrimination. Board members and the Executive Officer will provide a work environment free of harassment based on religion, race, age, disability status, gender, sexual orientation, or any other factor prohibited by law.

BUDGET NARRATIVE

The Affirmative Action Plan is on file in the Board office. It will accompany recruitment materials supplied to applicants seeking employment with the Board. The Affirmative Action Report is submitted biennially to the Affirmative Action Director, Office of the Governor.

The Board currently employs only two individuals for a total of 2.0 FTE, so the opportunity to set a goal for hiring disabled or minority individuals is limited. The Board exercises impartial and unbiased evaluation of applications and interviews for employment when vacancies occur or any temporary or permanent positions are authorized. The Board will provide a reasonable accommodation if such accommodation is needed to adequately and equally perform job tasks.

2013-14 Compliance - Currently, agency staff consists of one white female manager and one white male support staff.

ORS 659A.015 requires agencies to report awards of construction, service and personal service contracts awarded to minority businesses. BSPA currently contracts with white male and white female hearing and speech professionals selected to serve as clinical consultants in Board investigations. Very few hearing and speech professionals in Oregon or nationally are ethnic minorities, and most are women.

In October 2013, the Board entered into a professional services contract with a minority-owned private investigator company.

In recruiting for three vacancies on the Board, the Board members and Executive Director reached out to individuals in a variety of geographic settings, ages, genders, and ethnic minority groups.

Senate Bill 786 Compliance

Senate Bill 786 mandated the Health-Related Licensing Boards to:

1. Establish programs to increase the representation of people of color and bilingual people on the boards and in the professions that they regulate.
2. Maintain records of the racial and ethnic makeup of applicants and professionals regulated by the board.
3. Report biennially to the legislature on the above two.

Statement on Board Position Opening Advertisement

Board members are appointed by the Governor. The Governor may take ethnicity, multilingual skills, geographic diversity, gender, or other factors into consideration as he sees fit. The new Governor's appointees are two white females from the Portland metro area and one Asian-American female from Central Oregon. Other Board members are white females from the Oregon Coast, Portland area, and Eastern Oregon. When Board

BUDGET NARRATIVE

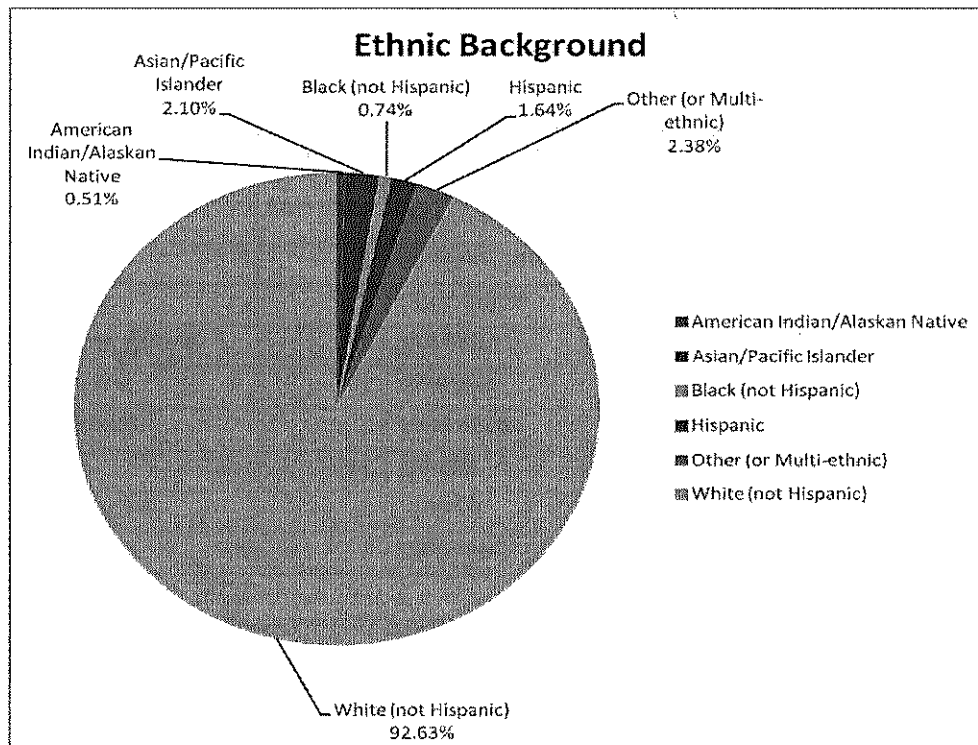
member vacancies are announced on the Board's website and newsletter, the following statement is included: "*the Board encourages people of color and bilingual people to apply for member positions*".

OHWI

The Board is awaiting the results of a pilot project between the Oregon Healthcare Workforce Initiative and certain other health professional licensing boards to identify characteristics of existing licensees in the professions we regulate, and to identify issues and actions for future recruiting.

Racial, Ethnic, and Linguistic Characteristics of Licensees

BSPA has tracked ethnicity and multilingualism of our applicants since 2002, although some applicants decline to provide the information. July 2014 data show the following breakdown of ethnicity and language fluency for active licensees who are audiologists, speech pathologists, or SLPAs:



BUDGET NARRATIVE

A total of 233 licensees (up from 169 in 2012 and 149 in 2010) report being bilingual, in the languages listed below.

Arabic	3	Icelandic	1
Armenian	1	Illongo	1
ASL	24	Italian	5
Bulgarian	1	Japanese	6
Chinese	2	Swahilli	1
Chinuk Wawa	1	Korean	2
Dutch	3	Lithuanian	1
Filpino	2	Maylay/Tamil	3
Finnish	1	Norwegian	4
French	33	Tagalog	2
German	22	Polish	1
Greek	2	Portuguese	2
Hebrew	3	Russian	10
Hindi	7	Spanish	116
Hmong	1	Swedish	2

Portland State University's SLP graduate program has a specialty offering in bilingual SLP, focusing on Spanish. This may be contributing to the increasing number of licensees reporting fluency in Spanish, which is up 38% from two years ago.

Regulatory Streamlining

Per Executive Order 03-01, the Board regularly reviews regulations and regulatory processes to identify opportunities to streamline these processes to reduce regulatory burdens without compromising standards.

Methods to Identify Streamlining Opportunities

The methods for identifying opportunities for streamlining include:

- Regularly reviewing licensing and disciplinary processes to seek efficiencies and reduce burdens to licensees and staff
- Continuing collaboration with other health licensing boards

BUDGET NARRATIVE

- Monitoring national trends in licensing speech and hearing professionals
- Monitoring customer service surveys completed by licensees
- Encouraging stakeholder input during legislative and administrative processes for making new regulations

Tracking Progress on Reducing Regulatory Barriers

Collaborative Efforts—The Board’s collaboration with other Health Related Licensing Boards, especially those co-located in Suite 407 of the Portland State Office Building, demonstrates our commitment to streamlining operations and thereby reducing regulatory burdens to our licensees. Our shared services include Information Technology (including servers, fax, copier), conferencing capabilities (critical for Board meetings), and other support services such as document shredding. Joint purchasing contracts provide volume discounts and stability in service capabilities. Some examples include:

- Agency Performance Measures: Through the shared IT consultant, the Boards developed an on-line customer service survey which automatically collates and calculates responses electronically. Other custom reports allow tracking of licensing throughput. Further discussion is underway regarding the development of common operational measures.
- IT System Development & Support (operational support, asset management, database development, shared hardware and software, data security): The shared IT consultant provides low cost, yet customized solutions to agency needs.
- Business Continuity Plan: The Boards have jointly developed an effective plan to address emergencies related to weather, security, or facility contingencies.
- Employee Safety and Human Resources Issues
- Tenant Issues
- Document Handling and Information Security: Suite 407 is key-carded to create more security for staff and confidential documents. This system provides one layer of security, which is supplemented by one or two other layers for different types of information.
- The Boards presented proposals to DOJ and to DAS to “embed” an AAG and a staff accountant, respectively, in Suite 407 to streamline operations and communications with these service providers. Neither agency approved this request.

The directors of all the Health Professional Regulatory Boards (including larger agencies such as medical, dental, and nursing boards, as well as medium- and small-sized agencies) also meet monthly. This collaboration facilitates coordinated responses to initiatives of other state agencies and discussions of best practices among boards. Importantly, it also provides the mechanisms for a peer review audit that was initiated through HB2118 in 2009, and has provided valuable feedback to the agencies that have participated to date, including this agency, in fall 2013.

SPEECH-LANGUAGE PATHOLOGY & AUDIOLOGY
Annual Performance Progress Report (APPR) for Fiscal Year (2013-2014)

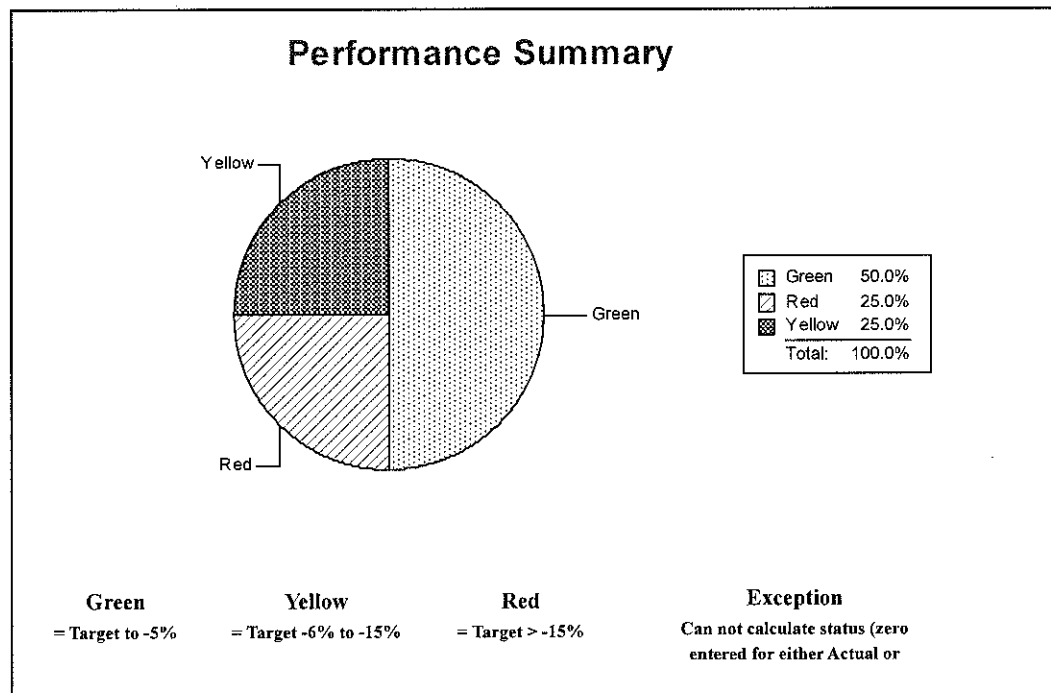
Original Submission Date: 2014

Finalize Date: 9/2/2014

2013-2014 KPM #	2013-2014 Approved Key Performance Measures (KPMs)
1	Percentage of School District Compliance with SLPA supervision requirements outlined in OAR 335-095-0050.
2	Compliant Professional Development Reported - Percentage of licensees audited who are in compliance with continuing professional development requirements
3	Percentage of customers rating their satisfaction with the agency's customer service as "good" or "excellent": overall, timeliness, accuracy, helpfulness, expertise, availability of information.
4	Best Practices - Percent of total best practices met by the Board.

New Delete	Proposed Key Performance Measures (KPM's) for Biennium 2015-2017
	Title: Rationale:

SPEECH-LANGUAGE PATHOLOGY & AUDIOLOGY		I. EXECUTIVE SUMMARY	
Agency Mission: The Board adopts rules governing standards of practice, investigates alleged violations and grants, denies, suspends and revokes licenses for Speech-Language Pathologists, Speech-Language Pathology Assistants, and Audiologists for consumer protection.			
Contact: Sandy Leybold, Executive Director		Contact Phone: 971-673-0087	
Alternate:		Alternate Phone:	



1. SCOPE OF REPORT

The Board currently evaluates its work through four approved Key Performance Measures (KPMs). These are: compliance with Board rules regarding supervision of Speech-Language Pathology Assistants (SLPAs) and required professional development; customer service; and the Board Governance self-assessment tool adopted by the Legislature in 2007

2. THE OREGON CONTEXT

Agency Purpose

The Board of Examiners for Speech-Language Pathology and Audiology (BSPA) was established in 1973, and is authorized by Oregon Revised Statute 681 (ORS 681), which is implemented through Oregon Administrative Rules Chapter 335 (OAR 335). The Board is appointed by, and responsible to, the Governor.

BSPA has adopted the following mission statement:

“The Board of Examiners for Speech-Language Pathology and Audiology seeks to protect the public by licensing and regulating the performance of speech-language pathologists, speech-language pathology assistants and audiologists.”

Statute and Rules outline the Board’s role in regulating the activities of these professions by insuring that education, training, and professional conduct requirements are met prior to initial and renewed licensure. Additionally, the Board reviews and investigates complaints against licensees, and takes necessary disciplinary action that may include license revocation and/or civil penalties.

Societal Outcomes Informed by the Board’s Work

Speech-language pathologists (SLPs), audiologists, and SLPAs provide vital clinical and rehabilitative services in various settings, including educational service districts, schools, private practice, hospitals, clinics, and rehabilitation facilities. Audiologists also may consult with businesses and industries to prevent hearing loss. Speech and hearing professionals prevent and treat disabilities and disorders that impact individuals’ ability to function in schools, families and workplaces; decrease quality of life; and can even be life-threatening (such as swallowing disorders).

SLPs evaluate, diagnose and treat speech, language, cognitive-communication and swallowing disorders in persons of all ages, from infants to the elderly. Audiologists address hearing and balance impairments and their relationship to communication disorders. Audiologists also identify, assess, diagnose, and treat individuals with impairment of peripheral or central auditory and/or vestibular function, and strive to prevent such impairments. Audiologists also may fit and dispense hearing aids in their practice. Board-certified SLPAs assist speech-language pathologists in treating communication disorders, under the regular supervision of licensed SLPs.

The need for speech and hearing professionals is expected to grow faster than average through the year 2016, as “baby boomers” increasingly develop age-related neurological disorders and associated speech, language, swallowing, and hearing impairments. The demand for speech-language pathology services has also increased in treating premature infants, trauma and stroke victims. Federal law guarantees special education and related services to all eligible children with disabilities. Greater awareness of the importance of early identification and diagnosis of speech, language, swallowing, and hearing disorders is also increasing the need for speech professionals.

Oregon universities have responded to these increased needs by increasing the supply of new professionals. Oregon now has three programs (Portland State, Pacific University, and University of Oregon) that confer master’s degrees in speech-language pathology. This is the entry-level credential for the field. Chemeketa Community College trains SLPAs in a certificate program equivalent to an associate’s degree. The entry level credential in audiology was previously a master’s degree, but as of 2007, a clinical doctoral degree (Aud.D) is required. Pacific University began a doctoral program in Audiology in 2012. PSU also increased its cohort size by 50% in 2012, increasing the number of SLP graduates in Oregon. These local training programs are expected to further increase the number of licensed speech and hearing professionals in Oregon.

The number of Oregon licensees continues to grow even faster than national projections. According to the *U.S. Occupational Outlook*, the number of audiologists is expected to grow 10% during 2006-2016, and the number of SLPs is projected to increase 11%. BSPA has already seen a 26% increase in licensees from 2006-14. Licensee counts in July over the past 4 years were:

2014—Total 2159, Active 2055, Inactive 104

ELO

2013—Total 2274, Active 2174, Inactive 73
2012—Total 1954, Active 1881, Inactive 73
2011—Total 1983, Active 1891, Inactive 92

The total number of licensees in 2014 is up 10.2% over the same time in 2012. The total licensee count in 2013 was up 13.3% from 2011. It is most relevant to compare to two years ago, because of the biennial renewal cycle.

Government Partners

Board statute allows that SLPs employed exclusively in K-12 districts are not required to obtain licensure from BSPA; rather they may be licensed by the Teacher Professional Standards Commission (TSPC). To eliminate the confusion and duplication of regulatory oversight for speech professionals, in August 2009 TSPC voted to “get out of the business” of licensing SLPs. In early 2010, the Commission changed its direction, but further efforts to coordinate SLP licensing are underway at the professional association and inter-agency level. In 2012-13, BSPA and TSPC directors jointly wrote a newsletter article for Board licensees and distributed information to school personnel to clarify licensing requirements for SLPs in the schools. Importantly, we clarified that districts may not require a TSPC license for SLPs working in the schools as long as that SLP is acting within their professional scope (and is not being asked to perform educator duties). This has allowed many SLPs to drop their dual licensure.

In 2014, BSPA developed a Legislative Concept that would eliminate TSPC licensing new applicants as of July 1, 2016. The Commission voted on August 31, 2014 to support this legislative concept in the 2015 Session.

Hearing aid dispensers are regulated by the Oregon Health Licensing Agency (OHLA), which oversees contracts with consumers regarding these devices. Audiologists may dispense hearing aids within the scope of their professional practice.

3. PERFORMANCE SUMMARY

1. KPMS TARGETS MAKING PROGRESS

- Customer Satisfaction
- Compliant Professional Development Reported (exceeded target—maintained 90%)
- Board Best Practices (maintained 100%)

2. KPMS NOT MAKING PROGRESS

- Compliance with SLPA Supervision Rules

3. KPMS NOT MEASURED IN 2013-14

- None.

4. CHALLENGES

Although the Board was granted additional administrative FTE in 2013-15, the requested 0.5 FTE Investigator was not approved. Complaints are investigated by the Executive Director, with input from clinical consultants. As of October 2013, BSPA also contracts with a licensed private investigator, but the professional services budget only provides for about a half-day a week of investigator time. The Board reviews the investigative report and relevant records, and may vote to revoke, suspend, reprimand, or deny a license, and/or to impose a

civil penalty. The Board also is authorized to impose legal costs on a licensee.

Investigative cases have increased five-fold since 2008, due to improved public education and awareness of the Board's role in public protection, and increased Board-initiated compliance activities. This has increased investigative, administrative and legal costs, and slowed down the time to complete investigations and issue disciplinary notices. Implementation of enhanced criminal background checks will further increase the investigative caseload.

It will be a challenge to expand criminal background checks for applicants and licensees and to keep up with the investigative work without the requested half-time investigator position. It has been requested again for 2015-17.

5. RESOURCES AND EFFICIENCY

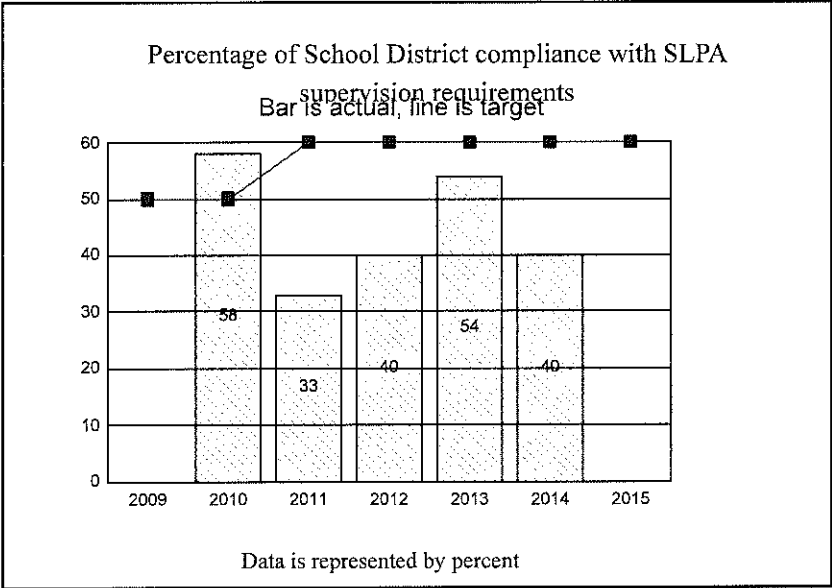
In 2013, the Legislature approved a budget that increased BSPA's administrative staff from 1.4 to 2.0 FTE, and included a fee increase to cover this increase. The 2013-15 budget Legislatively Approved revenues are 464,358, and expenditures are budgeted at \$529,895. The increased licensing volume in the first year of the biennium has allowed the Board to realize more revenue than budgeted.

Cost savings are realized in several ways, including:

- Sharing office overhead (IT, copier, shredding, etc.) with other licensing boards in PSOB Suite 407
- Using electronic correspondence whenever appropriate.
- Processing renewals 100% online, including payments.
- Enhancing information on the website to improve 24/7 customer service and reduce unnecessary inquiries to agency staff.

SPEECH-LANGUAGE PATHOLOGY & AUDIOLOGY	II. KEY MEASURE ANALYSIS
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KPM #1	Percentage of School District Compliance with SLPA supervision requirements outlined in OAR 335-095-0050.	2010
Goal	Ensure public protection	
Oregon Context	OAR Chapter 335	
Data Source	Audit responses from school district administrators	
Owner	Executive Director	



1. OUR STRATEGY

KPM #1 monitors compliance with Board rules regarding the SLP-SLPA supervisory relationship, and the hours and type of supervision received. Since most SLPAs work in school districts, the Board has requested audit responses from school administrators. This also provides a way to link supervision compliance to administrative decisions regarding staffing.

2. ABOUT THE TARGETS

This measure was initiated in 2010, with a target of 50%. The 2014 target was 60%.

In 2014, the Board requested audit responses from 12 ESDs and school districts. This represented 36 SLPAs (about 13.5% of those licensed), and 168 monthly logs. [Additionally, 18 SLPAs not working in schools were audited, and they submitted 16 logs.] Districts are evaluated based on compliance with reporting requirements (“Were supervisory relationships reported on a timely basis to the Board?”), documentation requirements (clinical logs showing appropriate hours of direct and indirect supervision for each caseload), and rules regarding supervisor qualifications.

Thus, each district has many data points that need to be evaluated. It is probably unreasonable to expect that a “pass” should require a district to have 100% accuracy for each of 5 variables on each log submitted. Large districts submitted 20 or 40 logs; smaller districts only 6-10 logs. The target should be revised to remove this bias. Alternatively, a passing score of less than 100% compliance on all variables should be considered, such as 90%.

3. HOW WE ARE DOING

Of the 12 districts audited, 2 did not employ SLPA's, so of the remaining 10, 4 (40%) passed with 100% of logs meeting all audit criteria. This is slightly down from the 7 districts in 2013. [Of the SLPAs audited individually, 55% passed with a perfect score.]

If each district's performance is looked at individually, the number of compliant logs per district ranged from 0% to 100%, and overall 77% of the logs submitted were completely compliant, down from 83% in 2013. This may be a more relevant measure of performance on SLPA supervision and its documentation.

4. HOW WE COMPARE

The Board is not aware of other entities auditing this function.

5. FACTORS AFFECTING RESULTS

- Board supervision requirements are specific, and outlined in OARs that licensees are requested to review before initial licensure and regularly thereafter.
- Board staff created a “smart form” that automatically calculates the required percentages of supervision. This convenient tool has helped increase the level of compliance.
- All logs submitted must be perfect for a school district to “pass”, which seems to be an unrealistic target.

6. WHAT NEEDS TO BE DONE

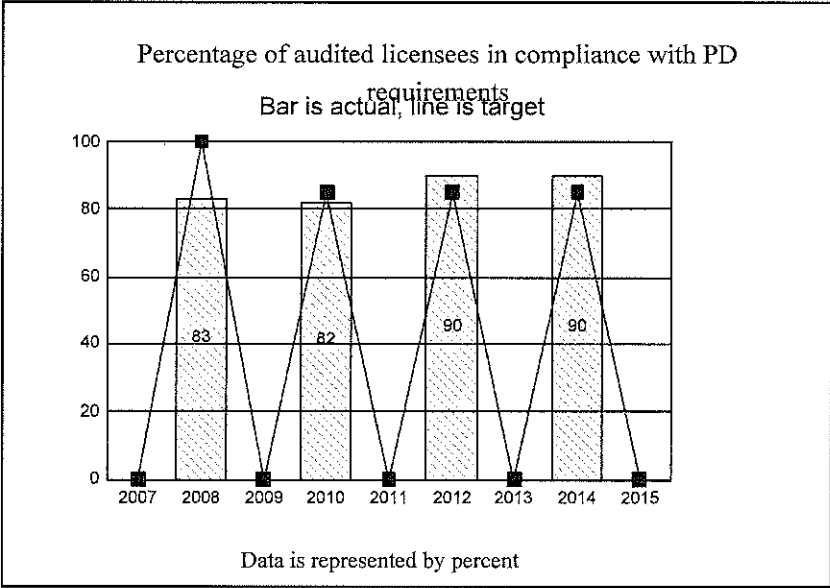
- Ongoing education and feedback on SLPA supervision requirements and audit results in Board newsletters and regular licensee communications.
- Ongoing regular consultation and communication about SLPA supervision and other issues regarding SLP and SLPA practice in schools with Oregon School Personnel Association (OSPA), Oregon Department of Education (ODE), Teachers Standards and Practices Commission (TSPC) and other groups.
- Consider revising the measure to avoid disadvantaging larger districts, and/or create a passing score less than 100%.

7. ABOUT THE DATA

- Audits continue to be time-consuming for Board staff.
 - Several districts employ many SLPAs, and two log forms are required for each SLPA. If an SLPA is supervised by more than one SLP, then two forms are required per SLPA-SLP pair.
- A revision of the audit measure may be warranted so that districts continue to be audited, but that their performance is rated based on the number of compliant logs. If this measure were applied to these audit results, there would have been 77% compliance

SPEECH-LANGUAGE PATHOLOGY & AUDIOLOGY	II. KEY MEASURE ANALYSIS
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KPM #2	Compliant Professional Development Reported - Percentage of licensees audited who are in compliance with continuing professional development requirements	2000
Goal	Protect the public from sub-standard practice in Oregon	
Oregon Context	Agency Mission	
Data Source	5-15% of professional development reported on biennial license renewals audited for conformance to OAR 335-070-0030 and evidence of completion/attendance.	
Owner	Executive Director	



1. OUR STRATEGY

The Board's mission is to protect the public by ensuring that speech and hearing services are provided competently. Licensees demonstrate their competency by meeting initial

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licensing standards based upon their training, and by meeting ongoing professional development (PD) requirements to stay current with new practices in the field.

2. ABOUT THE TARGETS

Effective with the January 2010 renewal cycle, the Board revised its administrative rules to require only 30 PD hours per biennium for SLPs and audiologists, and 15 hours for SLPAs. The target since 2006 for this KPM has been 100% compliance with BSPA's professional development standard. By policy, no active licenses are renewed that are not in compliance, so that we achieve 100% compliance of all active licensees. The Board decided to revise the KPM target to clarify that it wants to measure initial audit findings, and lowered the target for 2010 to 85%. This is both more valid and realistic.

The Board separates timeliness of response from compliance in its analysis. Audit responses should be both timely and meet the Board's professional development requirements to be fully compliant. The criteria for passing remain the same: the right number of approved PD hours completed within the time period, as documented by certificates of completion.

3. HOW WE ARE DOING

In 2014, a total of 123 licensees (5.3%) were selected for audit. Of those, 15 individuals did not have to complete the audit since they were not renewing. This left 108 auditees. Of those, 97, or 90%, passed by meeting all criteria on the first submission. Eleven auditees (10%) required follow-up to pass; i.e., they could correct missing documents or improper coding of activities in order to pass the audit. Only 2 auditees (2%) did not/could not meet audit requirements, and did not pass. The KPM measures the percentage who pass the initial audit without follow-up.

4. HOW WE COMPARE

The American Speech-Language Pathology & Hearing Association (ASHA) maintains a program of professional certification; ASHA requires only 30 hours every 3 years for SLPs and audiologists.

5. FACTORS AFFECTING RESULTS

The Board's professional development requirements are very specific regarding the types of activities that are allowed, and the timeliness with which they need to be approved and reported.

Delinquent fees and/or disciplinary action may be issued to licensees found non-compliant. Despite multiple communications with licensees, this was the first audit cycle under the new rules, and the Board decided to take not to issue discipline for non-compliance with PD requirements. However, delinquent fees were charged as part of the renewal process for those submissions that did not meet requirements on the first submission.

- In 2012, BSPA revised its PD rules to clarify what is accepted, based on the Activity (type), Topic, and Sponsor. This “triple test” is designed to provide a logical rubric for licensees to determine if a PD activity is accepted, needs special approval, or is not accepted.
- The topics are evaluated using a subject listing created and maintained by ASHA. This is intended to provide consistency between PD that is acceptable to the Board and to ASHA for re-certification at the national level.
- The number of hours required was not changed; BSPA requirements remain higher than ASHA’s.
- The rule-making process raised awareness of PD rules among licensees, and may improve compliance.
- Some licensees did not understand the need for programs sponsored by non-employers to obtain special approval.

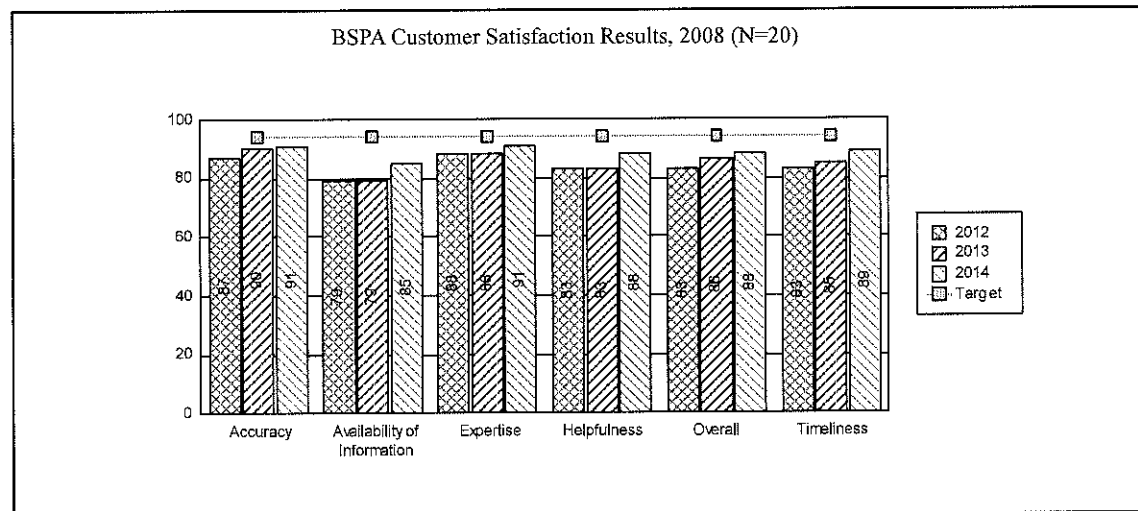
6. WHAT NEEDS TO BE DONE

- Continue to audit professional development documentation on 5-15% of licensees seeking renewal in 2016;
- Remind licensees of professional development requirements in Board newsletters and other communication throughout the licensing cycle.

7. ABOUT THE DATA

Reporting cycle: every two years, with license renewal.

KPM #3	Percentage of customers rating their satisfaction with the agency’s customer service as “good” or “excellent”: overall, timeliness, accuracy, helpfulness, expertise, availability of information.	
Goal	Provide excellent customer service	
Oregon Context	Agency mission; Common measure for all state agencies	
Data Source	Data compiled from anonymous surveys on http://bspa.oregonsurveys.com	
Owner	Executive Director	



1. OUR STRATEGY

The Board endeavors to provide excellent customer service to citizens, licensees, and stakeholders. The Board’s primary mission is to protect the public. A positive interaction with customers is essential to the Board’s work in promoting citizen involvement and trust. The Board’s interaction with licensees and stakeholders is equally important in fostering compliance, collaboration, and positive working relationships. The Board measures its customer service rating through customer service surveys that are reviewed annually. Areas for improvement are identified and reasonable changes implemented.

2. ABOUT THE TARGETS

The targets establish a level of customer service rating the Board aspires to achieve. Targets have been set at 94% since 2008. However, these may be too high given national benchmarks and agency staffing. The 2013 Legislature approved some additional staff for the agency; as this new level is experienced, it will become clearer whether the targets should be lowered. The ratings are used to determine whether the Board is meeting its targeted performance goal in the areas measured. Ancillary comments are also considered to identify specific areas for improvement.

3. HOW WE ARE DOING

For July 2013-June 2014, BSPA's overall agency customer satisfaction rating was 88%, up from 86% in 2013. Ratings for the separate dimensions measured were: Timeliness (89%), Accuracy (91%), Helpfulness (88%), Expertise (91%), Availability of Information (85%), and Comparison to Others (87%). Not only was the overall rating up by 3% from last year, but each of the dimensions experienced increased ratings. Timeliness was up 4% from 2013; Accuracy was up 1% from 2013; Helpfulness was up 5%, Expertise up 3% and Availability of Information and Comparison to Others were each up 6% from 2013. These results were based on 617 responses (about 28% of active licensees), more than three times as many responses as in 2013, with only 168 responses, or 8% of licensees.

4. HOW WE COMPARE

The American Customer Satisfaction Index reports national customer satisfaction ratings as 76.2% in the first quarter of 2014. They report "the drop in satisfaction in the first three months of 2014 was one of the largest in the 20-year history of the Index—down 0.8% to a score of 76.2 on the ACSI's 100-point scale, from 76.8 the previous quarter". Public Administration/Government is the sector that shows the least satisfaction: 66.1% for the federal government and 70.4% for local government. These scores were down 1-2% from the previous year. BSPA well exceeds these comparators.

5. FACTORS AFFECTING RESULTS

- In 2014, the number of responses was significantly higher than usual. This increases the validity of the data. As a small agency, BSPA is close to the customer. We do not need to transfer calls between departments, and we issue licenses on a daily basis. Most applicants are pleasantly surprised to find that BSPA often issues licenses within a day or two of receiving all application materials.
- Licensees interacting either positively or negatively with the agency do not generally take time to complete a survey. At the same time, many compliments are given agency staff on a regular basis during phone calls with applicants or licensees.
- Sometimes a licensee does not agree with Board rules or policies, and it is difficult to satisfy that customer regardless of the quality of the staff

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interaction. • The current Administrative Assistant was hired in December 2012. Although the reporting period was still early in his tenure, there is a close working relationship between him and the Executive Director, and significant effort has been put into training and improved documentation of policies and procedures. So the consistency and availability of information would be expected to be improved over 2012-13, when there was a vacancy and turnover that degraded customer service. This improvement did occur in 2013-14.

6. WHAT NEEDS TO BE DONE

• Additional administrative staff has been approved for 2013-15 to handle increasing administrative complexity and volume of work, and to continue to improve customer satisfaction. • Evaluate and improve the Board's website so that accurate information is available on-line 24/7. • Continue to survey licensees in the fall so to improve the validity of customer service data. • Consider revising the targets, since they are much higher than external ratings of government agencies, and may be unrealistic.

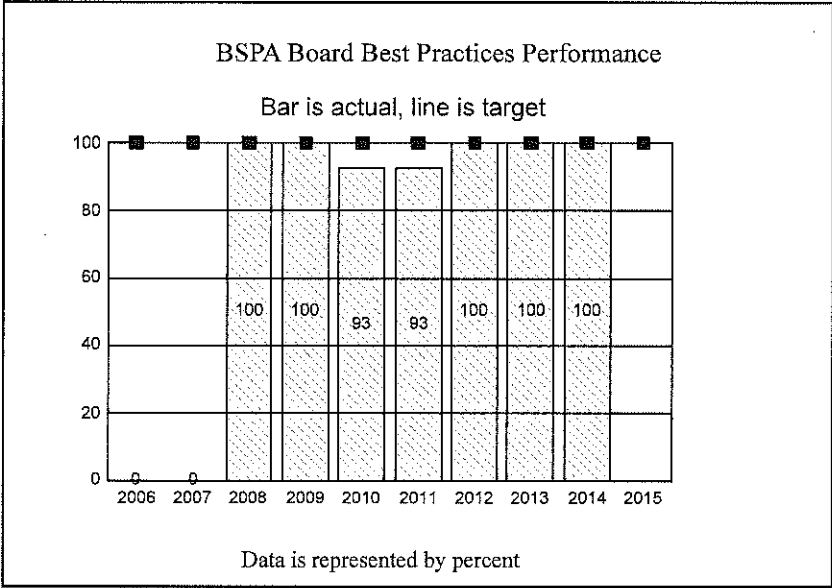
7. ABOUT THE DATA

Reporting cycle: Data from routine web- or email-based input is compiled monthly, and reviewed and reported annually. Also, BSPA specifically solicits responses from licensees through broadcast emails each October-November to boost response rates and obtain more valid data. Every email transmittal by the Board office includes a link to the online customer service survey providing equal and ample opportunity for customers to share their opinion on the level of service received. A link is also on the website. Customer satisfaction data is collected electronically via an online survey tool managed by independent IT contractor. This tool offers convenience and anonymity to participants while increasing the efficiency and integrity of data collected. Board members and staff do not have access to data input. Customer service data may be viewed upon request at the Board office located in the Portland State Office Building.

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SPEECH-LANGUAGE PATHOLOGY & AUDIOLOGY	II. KEY MEASURE ANALYSIS
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KPM #4	Best Practices - Percent of total best practices met by the Board.	2008
Goal	Ensure public protection; Achieve efficient, effective, transparent government	
Oregon Context	Best practices established for all state agencies (boards and commissions) by 2007 legislature.	
Data Source	Annual self-assessment by Board members and Executive Director.	
Owner	Executive Director	



1. OUR STRATEGY

The Board is committed to 100% compliance with the Best Practices performance measure. The Board’s primary mission is to protect the public. To carry out its mission, the Board institutes best practices to promote effective governance, accountability for agency operations, and effective and efficient use agency funds.

2. ABOUT THE TARGETS

In 2006, the Department of Administrative Services (DAS) identified 15 best practices for Oregon Boards and Commissions that have governance oversight (such as licensing boards), have their own budgets, and hire the agency's executive director. BSPA is one of approximately 45 such Boards. These best practices were combined into a performance measure during the 2007 Legislature Joint Ways and Means process, and included in the listing of final Key Performance Measures for 2007-2009.

Best practices are measured in 15 areas, including executive director selection, expectations, and feedback; strategic management; strategic policy development; fiscal oversight; and board management. The target is 100% compliance with the best practices identified in a self-assessment survey.

3. HOW WE ARE DOING

On August 8, 2014, at its regular Board meeting, the BSPA conducted its self-evaluation. Methods of meeting these objectives are tailored to the BSPA's needs and resources.

The Board Self-Assessment shows that we are currently meeting best practice objectives in all areas in ways that are appropriate for such a small agency.

4. HOW WE COMPARE

Other agencies' policies and practices are shared through formal and informal mechanisms, such as regular communication with directors of other Health Related Licensing Boards.

A formal peer review process for these agencies has been implemented, and the first two reviews completed. BSPA's Peer Review was conducted in September 2013, with a report issued in December. BSPA was also part of an audit of all health related licensing boards by the Secretary of State Audits Division in fall 2013, with the final report issued in March 2014.

Methods of meeting Board objectives and statewide program directives need to be tailored to the BSPA's needs and resources.

5. FACTORS AFFECTING RESULTS

·The current Executive Director has over 30 years of experience in management in complex non-profit and governmental roles, including previous experience reporting to, and supporting Boards. Board members are engaged and dedicated to their roles.

·The current Administrative Assistant has been on board since December 2012, and considerable time has been spent updating and training on agency policies and procedures.

·The Executive Director and Administrative Assistant positions were approved for full-time as of July 2013; this has increased the time available for operations, policy, and compliance issues, as well as planning initiatives and disciplinary caseload. That said, there is still a significant workload for two people.

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· Audits provided positive feedback and suggestions for further enhancements that may now be implemented as resources were approved, and as additional resources are requested for 2015-17.

· The Board has only 7 members, and operates as a “committee of the whole”. The Board and Executive Director work together to create practical and cost-effective ways to implement best practices.

· Formal self-assessment and goal-setting are scheduled annually, and regular meetings include a formal Executive Director update on agency goals and financial status.

· Funds have been successfully budgeted to cover annual national meetings for Board and management training.

· Funds are limited for Board per-diems, and the limitation on PERS employees makes BSPA essentially a volunteer Board. Thus, Board meetings need to focus on top priorities and tasks.

6. WHAT NEEDS TO BE DONE

The Board should continue ongoing processes to:

- Perform Board self-assessment;
- Obtain increased permanent funding to carry out Board’s mission;
- Continue to fund for Board training;
- Use input from peer review activities; and
- Implement fingerprint-based criminal background checks as resources permit.

7. ABOUT THE DATA

Reporting cycle: Oregon fiscal year. Survey data is based on a self-assessment, and is qualitative.

SPEECH-LANGUAGE PATHOLOGY & AUDIOLOGY		III. USING PERFORMANCE DATA	
Agency Mission: The Board adopts rules governing standards of practice, investigates alleged violations and grants, denies, suspends and revokes licenses for Speech-Language Pathologists, Speech-Language Pathology Assistants, and Audiologists for consumer protection.			
Contact: Sandy Leybold, Executive Director		Contact Phone: 971-673-0087	
Alternate:		Alternate Phone:	

The following questions indicate how performance measures and data are used for management and accountability purposes.

1. INCLUSIVITY	<p>* Staff: The Executive Director and the seven Board members consider the Board's mission and goals during the development of its performance measures. Emphasis is placed on public protection, agency efficiency, and customer satisfaction.</p> <p>* Elected Officials: Agency KPMs are reviewed and approved by the Oregon Legislative Assembly.</p> <p>* Stakeholders: The Board conducts an annual review of KPMs during a meeting that is open to the public.</p> <p>* Citizens: Customer survey responses are considered when developing agency performance measures and operational goals.</p>
2 MANAGING FOR RESULTS	<p>Agency KPMs demonstrate program accomplishments, identify areas for increased efficiencies, and confirm that internal and external expectations are met. KPMs are utilized with other relevant factors to determine uses of agency funds and resources, to identify areas for improvement, and to evaluate operational effectiveness. BSPA's budget is challenged by the rising costs of investigating and resolving an increased volume and complexity of complaints, as well as ever-increasing costs of state government services.</p>
3 STAFF TRAINING	<p>Training of staff and Board members is critical to effective performance. Membership in the National Council of State Boards of Speech-Language Pathology & Audiology (NCSB) facilitates on-line networking about regulatory issues in the speech and hearing professions. Sending two Board members per year to the NCSB training/conference would be extremely beneficial. National organizations such as the Federated Association of Regulatory Boards (FARB) and Council on Licensing, Enforcement and Regulation (CLEAR) also conduct training courses and conferences that would provide additional skills for BSPA Board and staff. A solid understanding of legal proceedings is critical to the Board's work. BSPA would welcome additional training sessions conducted by the Attorney General's office.</p> <p>Since travel time and expense for training is a major constraint for our small agency, it would be helpful if other state agencies would provide regular tele-conferencing opportunities for all administrative meetings and trainings.</p>
4 COMMUNICATING RESULTS	<p>* Staff: The Executive Director is responsible for collecting, compiling, and reporting results regarding KPM</p>

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performance. The Executive Director assists the Board with the development and review of agency KPMs.

* **Elected Officials:** The agency prepares and submits annual KPM progress reports to DAS and on to the Legislature. The most recent progress report is included in its biennial budget request document.

* **Stakeholders:** Specific KPM results may be featured in newsletter articles, and are incorporated into Board goals, policies and procedures.

* **Citizens:** The agency posts a link to past and current KPM progress reports on the home page of its website.

Health Related Licensing Boards

Summary Cross Reference Listing and Packages
2015-17 Biennium

Agency Number: 83300
BAM Analyst: Clark, Clair
Budget Coordinator: Lee, Bill - (503)373-0744

Cross Reference Number	Cross Reference Description	Package Number	Priority	Package Description	Package Group
017-00-00-00000	Mortuary Board	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
017-00-00-00000	Mortuary Board	021	0	Phase-in	Essential Packages
017-00-00-00000	Mortuary Board	022	0	Phase-out Pgm & One-time Costs	Essential Packages
017-00-00-00000	Mortuary Board	031	0	Standard Inflation	Essential Packages
017-00-00-00000	Mortuary Board	032	0	Above Standard Inflation	Essential Packages
017-00-00-00000	Mortuary Board	033	0	Exceptional Inflation	Essential Packages
017-00-00-00000	Mortuary Board	081	0	September 2014 E-Board	Policy Packages
017-00-00-00000	Mortuary Board	090	0	Analyst Adjustments	Policy Packages
017-00-00-00000	Mortuary Board	101	0	Indigent Dispo Fund Admin & Records Inspection	Policy Packages
018-00-00-00000	Naturopathic Medicine	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
018-00-00-00000	Naturopathic Medicine	021	0	Phase-in	Essential Packages
018-00-00-00000	Naturopathic Medicine	022	0	Phase-out Pgm & One-time Costs	Essential Packages
018-00-00-00000	Naturopathic Medicine	031	0	Standard Inflation	Essential Packages
018-00-00-00000	Naturopathic Medicine	032	0	Above Standard Inflation	Essential Packages
018-00-00-00000	Naturopathic Medicine	033	0	Exceptional Inflation	Essential Packages
018-00-00-00000	Naturopathic Medicine	081	0	September 2014 E-Board	Policy Packages
018-00-00-00000	Naturopathic Medicine	090	0	Analyst Adjustments	Policy Packages
018-00-00-00000	Naturopathic Medicine	110	0	Improving Customer Service	Policy Packages
020-00-00-00000	Occupational Therapists	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
020-00-00-00000	Occupational Therapists	021	0	Phase-in	Essential Packages
020-00-00-00000	Occupational Therapists	022	0	Phase-out Pgm & One-time Costs	Essential Packages
020-00-00-00000	Occupational Therapists	031	0	Standard Inflation	Essential Packages

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Health Related Licensing Boards

Summary Cross Reference Listing and Packages
2015-17 Biennium

Agency Number: 83300
BAM Analyst: Clark, Clair
Budget Coordinator: Lee, Bill - (503)373-0744

Cross Reference Number	Cross Reference Description	Package Number	Priority	Package Description	Package Group
020-00-00-00000	Occupational Therapists	032	0	Above Standard Inflation	Essential Packages
020-00-00-00000	Occupational Therapists	033	0	Exceptional Inflation	Essential Packages
020-00-00-00000	Occupational Therapists	081	0	September 2014 E-Board	Policy Packages
020-00-00-00000	Occupational Therapists	090	0	Analyst Adjustments	Policy Packages
020-00-00-00000	Occupational Therapists	120	0	Increased Administrative Workload	Policy Packages
020-00-00-00000	Occupational Therapists	121	0	Increased Therapists Investigative Workload	Policy Packages
026-00-00-00000	Medical Imaging	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
026-00-00-00000	Medical Imaging	021	0	Phase-in	Essential Packages
026-00-00-00000	Medical Imaging	022	0	Phase-out Pgm & One-time Costs	Essential Packages
026-00-00-00000	Medical Imaging	031	0	Standard Inflation	Essential Packages
026-00-00-00000	Medical Imaging	032	0	Above Standard Inflation	Essential Packages
026-00-00-00000	Medical Imaging	033	0	Exceptional Inflation	Essential Packages
026-00-00-00000	Medical Imaging	081	0	September 2014 E-Board	Policy Packages
026-00-00-00000	Medical Imaging	090	0	Analyst Adjustments	Policy Packages
026-00-00-00000	Medical Imaging	130	0	Fingerprint Background Check Fee	Policy Packages
026-00-00-00000	Medical Imaging	131	0	Expanded Access to Fluoroscopy Permits	Policy Packages
028-00-00-00000	Speech-Language Path. and Audio.	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
028-00-00-00000	Speech-Language Path. and Audio.	021	0	Phase-in	Essential Packages
028-00-00-00000	Speech-Language Path. and Audio.	022	0	Phase-out Pgm & One-time Costs	Essential Packages
028-00-00-00000	Speech-Language Path. and Audio.	031	0	Standard Inflation	Essential Packages
028-00-00-00000	Speech-Language Path. and Audio.	032	0	Above Standard Inflation	Essential Packages
028-00-00-00000	Speech-Language Path. and Audio.	033	0	Exceptional Inflation	Essential Packages

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Health Related Licensing Boards

Summary Cross Reference Listing and Packages
2015-17 Biennium

Agency Number: 83300
BAM Analyst: Clark, Clair
Budget Coordinator: Lee, Bill - (503)373-0744

Cross Reference Number	Cross Reference Description	Package Number	Priority	Package Description	Package Group
028-00-00-00000	Speech-Language Path. and Audio.	081	0	September 2014 E-Board	Policy Packages
028-00-00-00000	Speech-Language Path. and Audio.	090	0	Analyst Adjustments	Policy Packages
028-00-00-00000	Speech-Language Path. and Audio.	140	0	Investigative Workload & Background Checks	Policy Packages
029-00-00-00000	Veterinary Medical Examiners	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
029-00-00-00000	Veterinary Medical Examiners	021	0	Phase-in	Essential Packages
029-00-00-00000	Veterinary Medical Examiners	022	0	Phase-out Pgm & One-time Costs	Essential Packages
029-00-00-00000	Veterinary Medical Examiners	031	0	Standard Inflation	Essential Packages
029-00-00-00000	Veterinary Medical Examiners	032	0	Above Standard Inflation	Essential Packages
029-00-00-00000	Veterinary Medical Examiners	033	0	Exceptional Inflation	Essential Packages
029-00-00-00000	Veterinary Medical Examiners	081	0	September 2014 E-Board	Policy Packages
029-00-00-00000	Veterinary Medical Examiners	090	0	Analyst Adjustments	Policy Packages
029-00-00-00000	Veterinary Medical Examiners	150	0	Increased Veterinary Investigative Workload	Policy Packages

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Health Related Licensing Boards

**Policy Package List by Priority
2015-17 Biennium**

Agency Number: 83300

BAM Analyst: Clark, Clair

Budget Coordinator: Lee, Bill - (503)373-0744

<i>Priority</i>	<i>Policy Pkg Number</i>	<i>Policy Pkg Description</i>	<i>Summary Cross Reference Number</i>	<i>Cross Reference Description</i>
0	081	September 2014 E-Board	017-00-00-00000	Mortuary Board
			018-00-00-00000	Naturopathic Medicine
			020-00-00-00000	Occupational Therapists
			026-00-00-00000	Medical Imaging
			028-00-00-00000	Speech-Language Path. and Audio.
			029-00-00-00000	Veterinary Medical Examiners
	090	Analyst Adjustments	017-00-00-00000	Mortuary Board
			018-00-00-00000	Naturopathic Medicine
			020-00-00-00000	Occupational Therapists
			026-00-00-00000	Medical Imaging
			028-00-00-00000	Speech-Language Path. and Audio.
			029-00-00-00000	Veterinary Medical Examiners
	101	Indigent Dispo Fund Admin & Records Inspect	017-00-00-00000	Mortuary Board
	110	Improving Customer Service	018-00-00-00000	Naturopathic Medicine
	120	Increased Administrative Workload	020-00-00-00000	Occupational Therapists
	121	Increased Therapists Investigative Workload	020-00-00-00000	Occupational Therapists
	130	Fingerprint Background Check Fee	026-00-00-00000	Medical Imaging
	131	Expanded Access to Fluoroscopy Permits	026-00-00-00000	Medical Imaging
	140	Investigative Workload & Background Checks	028-00-00-00000	Speech-Language Path. and Audio.
	150	Increased Veterinary Investigative Workload	029-00-00-00000	Veterinary Medical Examiners

Health Related Licensing Boards

Agency Number: 83300

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 83300-028-00-00-00000

2015-17 Biennium

Speech-Language Path. and Audio.

<i>Description</i>	<i>2011-13 Actuals</i>	<i>2013-15 Leg Adopted Budget</i>	<i>2013-15 Leg Approved Budget</i>	<i>2015-17 Agency Request Budget</i>	<i>2015-17 Governor's Budget</i>	<i>2015-17 Leg Adopted Budget</i>
BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	351,072	243,063	243,063	332,594	332,594	-
0030 Beginning Balance Adjustment						
3400 Other Funds Ltd	-	88,798	88,798	-	-	-
BEGINNING BALANCE						
3400 Other Funds Ltd	351,072	331,861	331,861	332,594	332,594	-
TOTAL BEGINNING BALANCE	\$351,072	\$331,861	\$331,861	\$332,594	\$332,594	-
REVENUE CATEGORIES						
LICENSES AND FEES						
0205 Business Lic and Fees						
3400 Other Funds Ltd	364,488	456,858	456,858	517,302	517,302	-
FINES, RENTS AND ROYALTIES						
0505 Fines and Forfeitures						
3400 Other Funds Ltd	6,000	5,000	5,000	1,275	1,275	-
INTEREST EARNINGS						
0605 Interest Income						
3400 Other Funds Ltd	4,875	2,500	2,500	4,013	4,013	-
OTHER						
0975 Other Revenues						
3400 Other Funds Ltd	228	-	-	-	-	-
REVENUE CATEGORIES						
3400 Other Funds Ltd	375,591	464,358	464,358	522,590	522,590	-

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Health Related Licensing Boards

Agency Number: 83300

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 83300-028-00-00-00000

2015-17 Biennium

Speech-Language Path. and Audio.

<i>Description</i>	<i>2011-13 Actuals</i>	<i>2013-15 Leg Adopted Budget</i>	<i>2013-15 Leg Approved Budget</i>	<i>2015-17 Agency Request Budget</i>	<i>2015-17 Governor's Budget</i>	<i>2015-17 Leg Adopted Budget</i>
TOTAL REVENUE CATEGORIES	\$375,591	\$464,358	\$464,358	\$522,590	\$522,590	-
AVAILABLE REVENUES						
3400 Other Funds Ltd	726,663	796,219	796,219	855,184	855,184	-
TOTAL AVAILABLE REVENUES	\$726,663	\$796,219	\$796,219	\$855,184	\$855,184	-
EXPENDITURES						
PERSONAL SERVICES						
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
3400 Other Funds Ltd	166,670	236,724	243,957	282,696	282,696	-
3160 Temporary Appointments						
3400 Other Funds Ltd	2,423	-	-	-	-	-
3190 All Other Differential						
3400 Other Funds Ltd	226	-	-	-	-	-
SALARIES & WAGES						
3400 Other Funds Ltd	169,319	236,724	243,957	282,696	282,696	-
TOTAL SALARIES & WAGES	\$169,319	\$236,724	\$243,957	\$282,696	\$282,696	-
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
3400 Other Funds Ltd	-	80	80	132	132	-
3220 Public Employees' Retire Cont						
3400 Other Funds Ltd	24,128	34,543	35,585	44,439	44,439	-
3221 Pension Obligation Bond						
3400 Other Funds Ltd	9,960	9,776	14,352	15,165	15,165	-

Health Related Licensing Boards

Agency Number: 83300

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 83300-028-00-00-00000

2015-17 Biennium

Speech-Language Path. and Audio.

<i>Description</i>	<i>2011-13 Actuals</i>	<i>2013-15 Leg Adopted Budget</i>	<i>2013-15 Leg Approved Budget</i>	<i>2015-17 Agency Request Budget</i>	<i>2015-17 Governor's Budget</i>	<i>2015-17 Leg Adopted Budget</i>
3230 Social Security Taxes						
3400 Other Funds Ltd	12,704	18,111	18,664	21,628	21,628	-
3250 Worker's Comp. Assess. (WCD)						
3400 Other Funds Ltd	81	118	118	207	207	-
3260 Mass Transit Tax						
3400 Other Funds Ltd	1,010	950	993	1,696	1,696	-
3270 Flexible Benefits						
3400 Other Funds Ltd	47,319	61,056	61,946	91,584	91,584	-
OTHER PAYROLL EXPENSES						
3400 Other Funds Ltd	95,202	124,634	131,738	174,851	174,851	-
TOTAL OTHER PAYROLL EXPENSES	\$95,202	\$124,634	\$131,738	\$174,851	\$174,851	-
P.S. BUDGET ADJUSTMENTS						
3465 Reconciliation Adjustment						
3400 Other Funds Ltd	-	10,359	10,359	-	-	-
3991 PERS Policy Adjustment						
3400 Other Funds Ltd	-	(9,788)	(9,788)	-	-	-
P.S. BUDGET ADJUSTMENTS						
3400 Other Funds Ltd	-	571	571	-	-	-
TOTAL P.S. BUDGET ADJUSTMENTS	-	\$571	\$571	-	-	-
PERSONAL SERVICES						
3400 Other Funds Ltd	264,521	361,929	376,266	457,547	457,547	-
TOTAL PERSONAL SERVICES	\$264,521	\$361,929	\$376,266	\$457,547	\$457,547	-
SERVICES & SUPPLIES						

Health Related Licensing Boards

Agency Number: 83300

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 83300-028-00-00-00000

2015-17 Biennium

Speech-Language Path. and Audio.

<i>Description</i>	<i>2011-13 Actuals</i>	<i>2013-15 Leg Adopted Budget</i>	<i>2013-15 Leg Approved Budget</i>	<i>2015-17 Agency Request Budget</i>	<i>2015-17 Governor's Budget</i>	<i>2015-17 Leg Adopted Budget</i>
4100 Instate Travel						
3400 Other Funds Ltd	5,537	6,656	6,656	11,856	11,856	-
4125 Out of State Travel						
3400 Other Funds Ltd	4,731	3,686	3,686	3,797	3,797	-
4150 Employee Training						
3400 Other Funds Ltd	3,207	3,277	3,277	3,375	3,375	-
4175 Office Expenses						
3400 Other Funds Ltd	4,701	6,914	6,914	7,621	7,621	-
4200 Telecommunications						
3400 Other Funds Ltd	1,649	3,419	3,419	4,122	4,122	-
4225 State Gov. Service Charges						
3400 Other Funds Ltd	20,670	23,714	23,714	13,566	10,498	-
4250 Data Processing						
3400 Other Funds Ltd	-	-	-	978	978	-
4275 Publicity and Publications						
3400 Other Funds Ltd	839	1,843	1,843	1,898	1,898	-
4300 Professional Services						
3400 Other Funds Ltd	2,839	25,303	25,303	41,138	31,138	-
4315 IT Professional Services						
3400 Other Funds Ltd	5,568	4,112	4,112	4,747	4,747	-
4325 Attorney General						
3400 Other Funds Ltd	33,988	38,283	38,283	74,496	72,357	-
4375 Employee Recruitment and Develop						

Health Related Licensing Boards

Agency Number: 83300

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 83300-028-00-00-00000

2015-17 Biennium

Speech-Language Path. and Audio.

<i>Description</i>	<i>2011-13 Actuals</i>	<i>2013-15 Leg Adopted Budget</i>	<i>2013-15 Leg Approved Budget</i>	<i>2015-17 Agency Request Budget</i>	<i>2015-17 Governor's Budget</i>	<i>2015-17 Leg Adopted Budget</i>
3400 Other Funds Ltd	-	-	-	200	200	-
4400 Dues and Subscriptions						
3400 Other Funds Ltd	1,280	1,536	1,536	1,582	1,582	-
4425 Facilities Rental and Taxes						
3400 Other Funds Ltd	16,490	19,171	19,171	23,922	23,922	-
4575 Agency Program Related S and S						
3400 Other Funds Ltd	-	19,358	19,358	19,939	19,939	-
4650 Other Services and Supplies						
3400 Other Funds Ltd	3,303	7,652	7,190	29,585	29,585	-
4675 Undistributed (S.S.)						
3400 Other Funds Ltd	-	(462)	-	-	-	-
4700 Expendable Prop 250 - 5000						
3400 Other Funds Ltd	996	-	-	400	400	-
4715 IT Expendable Property						
3400 Other Funds Ltd	2,108	3,504	3,504	4,909	4,909	-
SERVICES & SUPPLIES						
3400 Other Funds Ltd	107,906	167,966	167,966	248,131	232,924	-
TOTAL SERVICES & SUPPLIES	\$107,906	\$167,966	\$167,966	\$248,131	\$232,924	-
EXPENDITURES						
3400 Other Funds Ltd	372,427	529,895	544,232	705,678	690,471	-
TOTAL EXPENDITURES	\$372,427	\$529,895	\$544,232	\$705,678	\$690,471	-
ENDING BALANCE						
3400 Other Funds Ltd	354,236	266,324	251,987	149,506	164,713	-

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Health Related Licensing Boards

Agency Number: 83300

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 83300-028-00-00-00000

2015-17 Biennium

Speech-Language Path. and Audio.

<i>Description</i>	<i>2011-13 Actuals</i>	<i>2013-15 Leg Adopted Budget</i>	<i>2013-15 Leg Approved Budget</i>	<i>2015-17 Agency Request Budget</i>	<i>2015-17 Governor's Budget</i>	<i>2015-17 Leg Adopted Budget</i>
TOTAL ENDING BALANCE	\$354,236	\$266,324	\$251,987	\$149,506	\$164,713	-
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	2	2	2	3	3	-
TOTAL AUTHORIZED POSITIONS	2	2	2	3	3	-
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	1.40	2.00	2.00	2.50	2.50	-
TOTAL AUTHORIZED FTE	1.40	2.00	2.00	2.50	2.50	-

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Health Related Licensing Boards

Agency Number: 83300

Version / Column Comparison Report - Detail

Cross Reference Number:83300-028-00-00-00000

2015-17 Biennium

Speech-Language Path. and Audio.

Description	Agency Request Budget (V-01) 2015-17 Base Budget	Governor's Budget (Y-01) 2015-17 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
BEGINNING BALANCE				
0025 Beginning Balance				
3400 Other Funds Ltd	332,594	332,594	0	-
REVENUE CATEGORIES				
LICENSES AND FEES				
0205 Business Lic and Fees				
3400 Other Funds Ltd	517,302	517,302	0	-
FINES, RENTS AND ROYALTIES				
0505 Fines and Forfeitures				
3400 Other Funds Ltd	1,275	1,275	0	-
INTEREST EARNINGS				
0605 Interest Income				
3400 Other Funds Ltd	4,013	4,013	0	-
TOTAL REVENUES				
3400 Other Funds Ltd	522,590	522,590	0	-
AVAILABLE REVENUES				
3400 Other Funds Ltd	855,184	855,184	0	-
EXPENDITURES				
PERSONAL SERVICES				
SALARIES & WAGES				
3110 Class/Unclass Sal. and Per Diem				
3400 Other Funds Ltd	245,028	245,028	0	-
OTHER PAYROLL EXPENSES				
3210 Empl. Rel. Bd. Assessments				

Description	Agency Request Budget (V-01) 2015-17 Base Budget	Governor's Budget (Y-01) 2015-17 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	88	88	0	-
3220 Public Employees' Retire Cont				
3400 Other Funds Ltd	38,491	38,491	0	-
3221 Pension Obligation Bond				
3400 Other Funds Ltd	14,352	14,352	0	-
3230 Social Security Taxes				
3400 Other Funds Ltd	18,746	18,746	0	-
3250 Worker's Comp. Assess. (WCD)				
3400 Other Funds Ltd	138	138	0	-
3260 Mass Transit Tax				
3400 Other Funds Ltd	993	993	0	-
3270 Flexible Benefits				
3400 Other Funds Ltd	61,056	61,056	0	-
TOTAL OTHER PAYROLL EXPENSES				
3400 Other Funds Ltd	133,864	133,864	0	-
TOTAL PERSONAL SERVICES				
3400 Other Funds Ltd	378,892	378,892	0	-
SERVICES & SUPPLIES				
4100 Instate Travel				
3400 Other Funds Ltd	6,656	6,656	0	-
4125 Out of State Travel				
3400 Other Funds Ltd	3,686	3,686	0	-
4150 Employee Training				
3400 Other Funds Ltd	3,277	3,277	0	-

Health Related Licensing Boards

Agency Number: 83300

Version / Column Comparison Report - Detail

Cross Reference Number:83300-028-00-00-00000

2015-17 Biennium

Speech-Language Path. and Audio.

Description	Agency Request Budget (V-01) 2015-17 Base Budget	Governor's Budget (Y-01) 2015-17 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
4175 Office Expenses				
3400 Other Funds Ltd	6,914	6,914	0	-
4200 Telecommunications				
3400 Other Funds Ltd	3,419	3,419	0	-
4225 State Gov. Service Charges				
3400 Other Funds Ltd	6,756	6,756	0	-
4275 Publicity and Publications				
3400 Other Funds Ltd	1,843	1,843	0	-
4300 Professional Services				
3400 Other Funds Ltd	25,303	25,303	0	-
4315 IT Professional Services				
3400 Other Funds Ltd	4,112	4,112	0	-
4325 Attorney General				
3400 Other Funds Ltd	38,283	38,283	0	-
4400 Dues and Subscriptions				
3400 Other Funds Ltd	1,536	1,536	0	-
4425 Facilities Rental and Taxes				
3400 Other Funds Ltd	19,171	19,171	0	-
4575 Agency Program Related S and S				
3400 Other Funds Ltd	19,358	19,358	0	-
4650 Other Services and Supplies				
3400 Other Funds Ltd	24,148	24,148	0	-
4715 IT Expendable Property				
3400 Other Funds Ltd	3,504	3,504	0	-

Description	Agency Request Budget (V-01) 2015-17 Base Budget	Governor's Budget (Y-01) 2015-17 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
TOTAL SERVICES & SUPPLIES				
3400 Other Funds Ltd	167,966	167,966	0	-
TOTAL EXPENDITURES				
3400 Other Funds Ltd	546,858	546,858	0	-
ENDING BALANCE				
3400 Other Funds Ltd	308,326	308,326	0	-
AUTHORIZED POSITIONS				
8150 Class/Unclass Positions	2	2	0	-
AUTHORIZED FTE				
8250 Class/Unclass FTE Positions	2.00	2.00	0	-

Health Related Licensing Boards

Agency Number: 83300

**Package Comparison Report - Detail
2015-17 Biennium
Speech-Language Path. and Audio.**

**Cross Reference Number: 83300-028-00-00-00000
Package: Non-PICS Psnl Svc / Vacancy Factor
Pkg Group: ESS Pkg Type: 010 Pkg Number: 010**

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

EXPENDITURES

PERSONAL SERVICES

OTHER PAYROLL EXPENSES

3221 Pension Obligation Bond

3400 Other Funds Ltd	813	813	0	0.00%
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3260 Mass Transit Tax

3400 Other Funds Ltd	477	477	0	0.00%
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OTHER PAYROLL EXPENSES

3400 Other Funds Ltd	1,290	1,290	0	0.00%
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TOTAL OTHER PAYROLL EXPENSES	\$1,290	\$1,290	\$0	0.00%
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PERSONAL SERVICES

3400 Other Funds Ltd	1,290	1,290	0	0.00%
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TOTAL PERSONAL SERVICES	\$1,290	\$1,290	\$0	0.00%
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EXPENDITURES

3400 Other Funds Ltd	1,290	1,290	0	0.00%
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TOTAL EXPENDITURES	\$1,290	\$1,290	\$0	0.00%
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ENDING BALANCE

3400 Other Funds Ltd	(1,290)	(1,290)	0	0.00%
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TOTAL ENDING BALANCE	(\$1,290)	(\$1,290)	\$0	0.00%
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Health Related Licensing Boards

Agency Number: 83300

**Package Comparison Report - Detail
2015-17 Biennium
Speech-Language Path. and Audio.**

Cross Reference Number: 83300-028-00-00-00000

Package: Standard Inflation

Pkg Group: ESS Pkg Type: 030 Pkg Number: 031

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

EXPENDITURES

SERVICES & SUPPLIES

4100 Instate Travel

3400 Other Funds Ltd 200 200 0 0.00%

4125 Out of State Travel

3400 Other Funds Ltd 111 111 0 0.00%

4150 Employee Training

3400 Other Funds Ltd 98 98 0 0.00%

4175 Office Expenses

3400 Other Funds Ltd 207 207 0 0.00%

4200 Telecommunications

3400 Other Funds Ltd 103 103 0 0.00%

4225 State Gov. Service Charges

3400 Other Funds Ltd 6,810 3,742 (3,068) (45.05%)

4275 Publicity and Publications

3400 Other Funds Ltd 55 55 0 0.00%

4300 Professional Services

3400 Other Funds Ltd 759 759 0 0.00%

4315 IT Professional Services

Health Related Licensing Boards

Agency Number: 83300

Package Comparison Report - Detail

Cross Reference Number: 83300-028-00-00-00000

2015-17 Biennium

Package: Standard Inflation

Speech-Language Path. and Audio.

Pkg Group: ESS Pkg Type: 030 Pkg Number: 031

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	123	123	0	0.00%
4325 Attorney General				
3400 Other Funds Ltd	7,350	5,211	(2,139)	(29.10%)
4400 Dues and Subscriptions				
3400 Other Funds Ltd	46	46	0	0.00%
4425 Facilities Rental and Taxes				
3400 Other Funds Ltd	575	575	0	0.00%
4575 Agency Program Related S and S				
3400 Other Funds Ltd	581	581	0	0.00%
4650 Other Services and Supplies				
3400 Other Funds Ltd	724	724	0	0.00%
4715 IT Expendable Property				
3400 Other Funds Ltd	105	105	0	0.00%
SERVICES & SUPPLIES				
3400 Other Funds Ltd	17,847	12,640	(5,207)	(29.18%)
TOTAL SERVICES & SUPPLIES	\$17,847	\$12,640	(\$5,207)	(29.18%)
EXPENDITURES				
3400 Other Funds Ltd	17,847	12,640	(5,207)	(29.18%)
TOTAL EXPENDITURES	\$17,847	\$12,640	(\$5,207)	(29.18%)

Health Related Licensing Boards

Agency Number: 83300

**Package Comparison Report - Detail
2015-17 Biennium
Speech-Language Path. and Audio.**

Cross Reference Number: 83300-028-00-00-00000

Package: Standard Inflation

Pkg Group: ESS Pkg Type: 030 Pkg Number: 031

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
ENDING BALANCE				
3400 Other Funds Ltd	(17,847)	(12,640)	5,207	29.18%
TOTAL ENDING BALANCE	(\$17,847)	(\$12,640)	\$5,207	29.18%

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Health Related Licensing Boards

Agency Number: 83300

**Package Comparison Report - Detail
2015-17 Biennium
Speech-Language Path. and Audio.**

**Cross Reference Number: 83300-028-00-00-00000
Package: Above Standard Inflation
Pkg Group: ESS Pkg Type: 030 Pkg Number: 032**

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
EXPENDITURES				
SERVICES & SUPPLIES				
4250 Data Processing				
3400 Other Funds Ltd	728	728	0	0.00%
4300 Professional Services				
3400 Other Funds Ltd	76	76	0	0.00%
4315 IT Professional Services				
3400 Other Funds Ltd	12	12	0	0.00%
4650 Other Services and Supplies				
3400 Other Funds Ltd	4,313	4,313	0	0.00%
SERVICES & SUPPLIES				
3400 Other Funds Ltd	5,129	5,129	0	0.00%
TOTAL SERVICES & SUPPLIES	\$5,129	\$5,129	\$0	0.00%
EXPENDITURES				
3400 Other Funds Ltd	5,129	5,129	0	0.00%
TOTAL EXPENDITURES	\$5,129	\$5,129	\$0	0.00%
ENDING BALANCE				
3400 Other Funds Ltd	(5,129)	(5,129)	0	0.00%
TOTAL ENDING BALANCE	(\$5,129)	(\$5,129)	\$0	0.00%

E45

Health Related Licensing Boards

Agency Number: 83300

**Package Comparison Report - Detail
2015-17 Biennium
Speech-Language Path. and Audio.**

**Cross Reference Number: 83300-028-00-00-00000
Package: Investigative Workload & Background Checks
Pkg Group: POL Pkg Type: POL Pkg Number: 140**

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

EXPENDITURES

PERSONAL SERVICES

SALARIES & WAGES

3110 Class/Unclass Sal. and Per Diem

3400 Other Funds Ltd 37,668 37,668 0 0.00%

OTHER PAYROLL EXPENSES

3210 Empl. Rel. Bd. Assessments

3400 Other Funds Ltd 44 44 0 0.00%

3220 Public Employees Retire Cont

3400 Other Funds Ltd 5,948 5,948 0 0.00%

3230 Social Security Taxes

3400 Other Funds Ltd 2,882 2,882 0 0.00%

3250 Workers Comp. Assess. (WCD)

3400 Other Funds Ltd 69 69 0 0.00%

3260 Mass Transit Tax

3400 Other Funds Ltd 226 226 0 0.00%

3270 Flexible Benefits

3400 Other Funds Ltd 30,528 30,528 0 0.00%

OTHER PAYROLL EXPENSES

E46

Health Related Licensing Boards

Agency Number: 83300

Package Comparison Report - Detail
2015-17 Biennium
Speech-Language Path. and Audio.

Cross Reference Number: 83300-028-00-00-00000
Package: Investigative Workload & Background Checks
Pkg Group: POL Pkg Type: POL Pkg Number: 140

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	39,697	39,697	0	0.00%
TOTAL OTHER PAYROLL EXPENSES	\$39,697	\$39,697	\$0	0.00%
PERSONAL SERVICES				
3400 Other Funds Ltd	77,365	77,365	0	0.00%
TOTAL PERSONAL SERVICES	\$77,365	\$77,365	\$0	0.00%
SERVICES & SUPPLIES				
4100 Instate Travel				
3400 Other Funds Ltd	5,000	5,000	0	0.00%
4175 Office Expenses				
3400 Other Funds Ltd	500	500	0	0.00%
4200 Telecommunications				
3400 Other Funds Ltd	600	600	0	0.00%
4250 Data Processing				
3400 Other Funds Ltd	250	250	0	0.00%
4300 Professional Services				
3400 Other Funds Ltd	15,000	5,000	(10,000)	(66.67%)
4315 IT Professional Services				
3400 Other Funds Ltd	500	500	0	0.00%
4325 Attorney General				

E47

Health Related Licensing Boards

Agency Number: 83300

**Package Comparison Report - Detail
2015-17 Biennium
Speech-Language Path. and Audio.**

**Cross Reference Number: 83300-028-00-00-00000
Package: Investigative Workload & Background Checks
Pkg Group: POL Pkg Type: POL Pkg Number: 140**

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	28,863	28,863	0	0.00%
4375 Employee Recruitment and Develop				
3400 Other Funds Ltd	200	200	0	0.00%
4425 Facilities Rental and Taxes				
3400 Other Funds Ltd	4,176	4,176	0	0.00%
4650 Other Services and Supplies				
3400 Other Funds Ltd	400	400	0	0.00%
4700 Expendable Prop 250 - 5000				
3400 Other Funds Ltd	400	400	0	0.00%
4715 IT Expendable Property				
3400 Other Funds Ltd	1,300	1,300	0	0.00%
SERVICES & SUPPLIES				
3400 Other Funds Ltd	57,189	47,189	(10,000)	(17.49%)
TOTAL SERVICES & SUPPLIES	\$57,189	\$47,189	(\$10,000)	(17.49%)
EXPENDITURES				
3400 Other Funds Ltd	134,554	124,554	(10,000)	(7.43%)
TOTAL EXPENDITURES	\$134,554	\$124,554	(\$10,000)	(7.43%)
ENDING BALANCE				
3400 Other Funds Ltd	(134,554)	(124,554)	10,000	7.43%

Health Related Licensing Boards

Agency Number: 83300

Package Comparison Report - Detail
2015-17 Biennium
Speech-Language Path. and Audio.

Cross Reference Number: 83300-028-00-00-00000
Package: Investigative Workload & Background Checks
Pkg Group: POL Pkg Type: POL Pkg Number: 140

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
TOTAL ENDING BALANCE	(\$134,554)	(\$124,554)	\$10,000	7.43%
AUTHORIZED POSITIONS				
8150 Class/Unclass Positions	1	1	0	0.00%
AUTHORIZED FTE				
8250 Class/Unclass FTE Positions	0.50	0.50	0.00	0.00%

E49

12/29/14 REPORT NO.: PPDLBUDCL
REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF
AGENCY:83300 HEALTH RELATED LICENSING BRDS
SUMMARY XREF:028-00-00 000 Speech-Language Path

DEPT. OF ADMIN. SVCS. -- PPDB PICS SYSTEM

2015-17
PICS SYSTEM: BUDGET PREPARATION

PAGE
PROD FILE

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	B	Y7500	AE BOARD AND COMMISSION MEMBER		.00	.00	0.00		1,260			1,260
000	MEAHZ7004	HA	PRINCIPAL EXECUTIVE/MANAGER C	1	1.00	24.00	6,768.00		162,432			162,432
000	MENNZ0108	AA	ADMINISTRATIVE SPECIALIST 2	1	1.00	24.00	3,389.00		81,336			81,336
000				2	2.00	48.00	1,128.55		245,028			245,028

E50

12/29/14 REPORT NO.: PPDPLBUDCL
 REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF
 AGENCY:83300 HEALTH RELATED LICENSING BRDS
 SUMMARY XREF:028-00-00 140 Speech-Language Path

DEPT. OF ADMIN. SVCS. -- PPDB PICS SYSTEM

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
140	UA	C5232 AA	INVESTIGATOR 2	1	.50	12.00	3,139.00		37,668			37,668
140				1	.50	12.00	3,139.00		37,668			37,668
				3	2.50	60.00	1,329.60		282,696			282,696

E51

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	B	Y7500	AE BOARD AND COMMISSION MEMBER		.00	.00	0.00		36,714			36,714
000	MEAHZ7004	HA	PRINCIPAL EXECUTIVE/MANAGER C	5	5.00	120.00	6,573.60		788,832			788,832
000	MEAHZ7006	HA	PRINCIPAL EXECUTIVE/MANAGER D	1	1.00	24.00	7,827.00		187,848			187,848
120	MENNZ0104	AA	OFFICE SPECIALIST 2	1	.75	18.00	2,986.00		61,002			61,002
120	MENNZ0108	AA	ADMINISTRATIVE SPECIALIST 2	3	2.50	60.00	3,498.33		211,212			211,212
000	MMS X0119	AA	EXECUTIVE SUPPORT SPECIALIST 2	1	1.00	24.00	4,111.00		98,664			98,664
000	MMS X5248	AA	COMPLIANCE SPECIALIST 3	1	1.00	24.00	6,351.00		152,424			152,424
101	OA	C0103	AA OFFICE SPECIALIST 1		.00	.00	2,636.00					
000	OA	C0104	AA OFFICE SPECIALIST 2	1	1.00	24.00	2,873.00		68,952			68,952
101	OA	C0107	AA ADMINISTRATIVE SPECIALIST 1	2	2.00	48.00	3,121.50		149,832			149,832
000	OA	C5232	AA INVESTIGATOR 2	2	1.50	36.00	3,748.50		142,260			142,260
000	OA	C5246	AA COMPLIANCE SPECIALIST 1	1	1.00	24.00	4,161.00		99,864			99,864
150	UA	C5232	AA INVESTIGATOR 2	3	2.50	60.00	3,256.50		199,620			199,620
				21	19.25	462.00	1,341.28		2,197,224			2,197,224

E52

12/29/14 REPORT NO.: PPDPLWSBUD
 REPORT: DETAIL LISTING BY SUMMARY XREF AGENCY
 AGENCY: 83300 HEALTH RELATED LICENSING BRDS
 SUMMARY XREF: 028-00-00 140 Speech-Language Path

DEPT. OF ADMIN. SVCS. -- PPDB PICS SYSTEM

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 PICS SYSTEM: BUDGET PREPARATION

POSITION NUMBER	AUTH NO	ORG STRUC	F POS PKG Y TYP	CLASS COMP	RNG P	S T POS CNT	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K	
0000235	001228430	028-01-00-00000	140 0 PP UA	C5232 AA	21 02	1	.50	3,139.00	12.00		37,668				
			EST DATE: 2015/07/01 EXP DATE: 9999/01/01												
			140			1	.50		12.00		37,668				
						1	.50		12.00		37,668				

E53

February 28, 2014

Mr. Will Garber, CGFM, MPA
Deputy Director, Audits Division
Oregon Secretary of State Audits Division
255 Capitol Street NE, Suite 500
Salem, OR 97310

RE: Health Professional Regulatory Boards Report

Dear Mr. Garber,

The Health Professional Regulatory Boards thank the Secretary of State Audits Division for its comprehensive review of the governance and delivery of services by the 17 boards reviewed. As concluded in the team's report, all boards are actively engaged in promoting quality health services while providing an objective way for consumers to seek resolution of grievances. The boards also regularly collaborate with one another and achieve transparency through outreach efforts.

Board members are actively involved in key board business and contribute significantly to patient safety in Oregon. The public and professional members of these health boards contribute an important public service on an essentially volunteer basis.

The boards agree with the report's recommendations and are taking the following actions.

Give Further Consideration to Criminal Background Checks

Thorough background checks represent one of the many important methods boards use to ensure that applicants meet the ethical and safety standards of the profession. The report finds that most boards perform thorough initial administrative and criminal background checks of applicants, including a fingerprint-based FBI criminal background check, and the few that do not will continue to explore the feasibility.

In checking with other entities around the country the reviewers found that the Oregon boards' criminal background checks are similar to those of other states; however, the boards will continue to evaluate the benefits and challenges of performing additional checks on professionals at license renewal. Boards will seek any necessary increase in budget limitations, fees or legislation in the 2015 session.

Consider More Operational Support and Board Member Training

Health regulatory boards have the benefit of actively engaged board members. There are a dozen accountability mechanisms in place for boards through the executive and legislative branches as well as the Secretary of State Audits Division. Accountability

begins with enabling legislation and the appointment process for board members as identified in the report. The boards agree that additional resources and better coordination with the Governor's Office, supporting the role of boards and commissions in the State overall, would be of benefit. New members are given board-specific orientations. However, given the scope and complexity of these roles, the health regulatory boards welcome additional training and support.

In reviewing best practices and operations and in comparing the effectiveness of various agency models, several boards have voted to move to a semi-independent model if the option is available. The semi-independent model offers a nimble and cost-effective way of administering health regulatory boards while ensuring accountability. The boards would like to further explore this model and its potential benefits for the state, licensees and the public.

In closing, thank you for your Division's work, insights and openness. We appreciate the collaborative approach in achieving the audit's objective.

Sincerely,

Oregon Board of Chiropractic Examiners
Oregon Board of Dentistry
Oregon Board of Examiners for Speech-Language Pathology and Audiology
Oregon Board of Licensed Professional Counselors and Therapists
Oregon Board of Licensed Social Workers
Oregon Board of Massage Therapists
Oregon Board of Medical Imaging
Oregon Board of Naturopathic Medicine
Oregon Board of Optometry
Oregon Board of Pharmacy
Oregon Health Licensing Agency
Oregon Medical Board
Oregon Mortuary and Cemetery Board
Oregon Occupational Therapy Licensing Board
Oregon Physical Therapist Licensing Board
Oregon State Board of Nursing
Oregon Veterinary Medical Examining Board

11/15/11



E56

JOHN A. KITZHABER, MD
GOVERNOR

March 4, 2014

Secretary Kate Brown
State Capitol Building
900 Court Street NE, Suite 136
Salem, Oregon 97310

The Governor's Office would like to thank the Secretary of State Audits Division for their detailed and comprehensive audit of Oregon health licensing boards and commissions.

As noted in the report, health licensing boards, commissions, councils, and similar entities play a vital role here in Oregon, as they allow for direct public participation in the administration of health care policy areas. The opportunity for subject matter expertise and direct stakeholder engagement in government makes the end result better. Therefore, it is essential that we pay close attention to the overall purpose and function of health licensing boards, so that they—like all public entities—are accountable, effective and transparent. This importance is highlighted by the regular focus on the creation, structure and function of boards in administration after administration, for over a hundred years. Simply put, boards are an essential part of what makes for effective government.

The Governor's Office agrees with and is prepared to continue addressing the underlying recommendation in the report. The Governor's Office is actively working to develop a "deliberate and cohesive" governance structure for Oregon boards in partnership with the Department of Administrative Services (DAS) and the Legislature, as well as other stakeholders. The following are a few examples of ways in which the Governor's Office is actively working to address the audit's recommendations:

In response to the issue related to the flow of information from the Governor's Office to the Administrators of health licensing boards, the Governor's Office is very open to a collaborative approach to recruitment with the understanding that the decision to appoint is ultimately up to the Governor. While appointments that are made by the Governor may not always provide Administrators with their preferred candidate, the Governor's Office has established a process of information sharing that creates opportunities for Administrators to provide the Governor with their perspective on their particular needs for specialists, skill sets and work styles for new board members.

Since moving from a strictly paper-based appointments process to a largely electronic-based appointments process, the Governor's Office can now provide Administrators with complete electronic folders that includes all applications to their respective boards or commissions. Administrators have been invited to make suggestions about current applicants as well as providing the Governor's Office with additional candidates who are a better fit for their needs. Board Administrators are now invited to and encouraged to contact the final candidate prior to their confirmation hearings.

The Governor's Office has also begun including Administrators who are receiving new board members in all information that is sent to board candidates during and after their confirmation process. This includes

the board candidate's confirmation packet, dates and times of confirmation hearings, and information regarding the required paperwork that follows confirmation.

As noted in the audit report, the Governor's Office is currently developing a template for a quarterly report that will be used by all boards so that accurate and consistent information regarding the performance and expectations of boards and commissions can be tracked and documented. Additionally, the Governor's Office, in partnership with the Department of Administrative Services, will gather a group of four Administrators for two meetings to help create the report template. We are working to generate these meetings before April 11, 2014 in order to consolidate information and prepare documents for large trainings for board administrators and Commission Chairs in late April. These trainings are designed to provide an understanding of Executive Appointment process and clarify board expectations by all Executive Directors and Commission Chairs. This will include issues that are:

- Procedural: Relating to appointments and board members
- Operational: Relating to Executive Directors and the agencies
- Policy: Relating to an agency's rules or procedures

Finally, regarding issues related to increasing the oversight of boards and commissions, the Governor's Office is in the process of determining the most appropriate and efficient pathway to solving this issue. Because over 50% of the Governor's appointments require Senate confirmation, it is critical that our office works in concert with the Oregon Legislature and the Department of Administrative Services to make decisions about this issue. As noted in the audit report, the Governor's Office currently has a significant staff capacity issue which will need to be thoughtfully analyzed as we examine oversight questions. We will work with legislative and administrative partners to determine the right procedural and fiscal fixes to providing greater oversight to our health licensing and other boards in the future.

The Governor's Office will also work with DAS and the Legislature, as well as stakeholders, to clarify or establish enabling legislation and practices that accomplish the recommended outcomes contained in the audit. We look forward to this process, and the outcomes of our responses to the Secretary of State's audit.

Sincerely,



Governor A. Kitzhaber M.D.
Governor