

LSC Redbook

Analysis of the Executive Budget Proposal

Counselor, Social Worker, and Marriage and Family Therapist Board

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Counselor, Social Worker, and Marriage and Family Therapist Board

- Non-GRF agency; funded by fee revenues
- Funding increased by 5% in FY 2012 and 2.5% in FY 2013
- More than 31,000 active licenses

OVERVIEW

Agency Overview

The Counselor, Social Worker, and Marriage and Family Therapist Board was established in 1984. Originally responsible for licensing counselors and social workers, the Board's responsibility was expanded in 2004 to include licensing marriage and family therapists. More than 31,000 licenses issued by the Board are currently active.

The Board's governing authority consists of 15 members appointed by the Governor, including four licensed professional clinical counselors or professional counselors, two independent social workers, two licensed social workers, two licensed independent marriage and family therapists, two licensed marriage and family therapists, and three members representing the public. Members are appointed for three-year terms and may be reappointed. The Board is divided into three separate professional standards committees representing counselors, social workers, and marriage and family therapists. The full Board meets six times a year to discuss issues such as finances, personnel issues, election of officers, the laws and rules, and other board issues. The committees meet separately six times a year to discuss concerns of their respective professions. In addition to travel reimbursement, board members receive annual compensation of about \$2,000 for performing official board business.

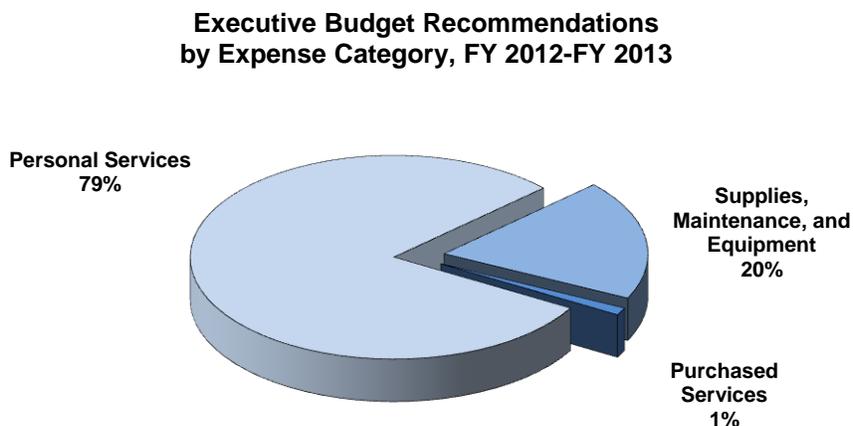
The Board's daily operations are the responsibility of an executive director who is appointed by the 15-member governing authority. Including the Executive Director, the Board has 12 full-time staff members with an annual budget of \$1.15 million in FY 2011. The Board receives no GRF moneys; it is entirely supported by fees.

Appropriation Overview

The executive recommends funding of \$1.20 million in FY 2012, a 5% increase over FY 2011 estimated expenditures, and \$1.23 million for FY 2013, a 2.5% increase

over FY 2012. At the recommended funding level, the Board will be able to maintain current operations and staffing level.

As a regulatory agency, personal services is the largest expense category of the Board. As seen from the chart below, 79% of the executive budget recommendations for the biennium are for personal services, 20% for supplies, maintenance, and equipment, and 1% for purchased services.



As with many other licensing boards and commissions, the Board receives centralized administrative support services provided by the Central Service Agency (CSA) of the Department of Administrative Services (DAS). Services made available through CSA include budget development, Controlling Board request preparation assistance, management consultation, procurement, fiscal processing, human resources, and payroll. The Board pays CSA for services rendered. In FY 2010, the Board paid \$34,814 in CSA charges. These payments are included in the supplies, maintenance, and equipment category.

Fee Revenues and Fund 4K90

The Board issues seven different types of licenses. Licenses issued by the Board are required to be renewed on a biennial basis. The licensure fees have not changed since their inception in June 1985 for social work and counseling and in April 2004 for marriage and family therapy. In addition to the regular licenses listed in the table, the Board also issues temporary licenses for a fee of \$20 each. Temporary licenses are usually issued for 90 days, but may be issued for a longer time period for students who complete degree programs early and are not conferred within three months.

H.B. 1 of the 128th General Assembly created three new fees and a fine effective October 18, 2009. The revenue generated by these fees and fines is deposited into Fund 4K90. The Board began collecting these fees midway through FY 2010. Late renewal

fees and license verification fees were collected beginning on October 18, 2009, and the continuing education fee was collected beginning on January 1, 2010. The fee changes generated additional revenue of \$49,155 in FY 2010. According to the Board, the revenue generated by the fee changes will increase in future fiscal years, as the fees will be collected for an entire year. No fines have been issued to date. Table 1 shows the current fee amount for each type of license as well as the type and amount of the new fees.

Table 1. Licenses and Other Fees and Fines	
License Type	Amount
Social Worker Assistant	\$40
Social Worker	\$60
Independent Social Worker	\$75
Professional Counselor	\$60
Professional Clinical Counselor	\$75
Marriage and Family Therapist	\$60
Independent Marriage and Family Therapist	\$75
Social Worker and Marriage and Family Therapist Temporary	\$20
Fee or Fine Type	Amount
Late Renewal Fee	\$40
License Verification Fee	\$25
Continuing Education Fee	\$10/\$30 ¹
Disciplinary Fine	≥\$500

Fee revenues collected by the Board are deposited into the Occupational Licensing and Regulatory Fund (Fund 4K90), which was established by H.B. 152 of the 120th General Assembly. Twenty-six occupational licensing and regulatory boards and commissions, including the Counselor, Social Worker, and Marriage and Family Therapist Board, use Fund 4K90 as an operating account into which receipts are deposited and from which expenses are paid. Each licensing board or commission is generally expected to be self-sufficient, i.e., generate enough revenues to cover its expenses.

¹ The continuing education fee is for the Board's online Laws and Rules Exam, which all new licensees must take for a fee of \$10. If a licensee takes the exam as a continuing education credit, a \$30 fee is assessed. The exam reviews material such as licensure and renewal requirements and certain ethical situations.

Table 2 shows the Board's annual revenues and expenditures from FY 2007 through FY 2013 as well as the net of revenues less expenditures. As seen from the table, the Board's expenditures exceeded revenues in FY 2008 and FY 2009 and are expected to again in FY 2012 and FY 2013. The Board collects most of its revenue between May and July when college graduates apply for licensure and subsequently renew during those months.

Table 2. Revenues and Expenditures							
	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011 (estimate)	FY 2012 (estimate)	FY 2013 (estimate)
Revenues	\$1,057,457	\$1,058,368	\$1,095,827	\$1,185,037	\$1,200,000	\$1,200,000	\$1,200,000
Expenditures	\$965,433	\$1,117,171	\$1,117,094	\$1,078,763	\$1,146,571	\$1,204,235	\$1,234,756
Net of Rev. & Exp.	\$92,024	(\$58,803)	(\$21,267)	\$106,274	\$53,429	(\$4,235)	(\$34,756)

ANALYSIS OF EXECUTIVE PROPOSAL

The Board's operations are funded by a single line item appropriation from the General Services Fund Group. Table 3 shows the Governor's recommended funding for the line item.

Table 3. Governor's Recommended Funding for the Board				
Fund	ALI	Title	FY 2012	FY 2013
General Services Fund Group				
4K90	899609	Operating Expenses	\$1,204,235	\$1,234,756

Through this one line item, the Board pays all of its operating expenses. The executive recommends funding of \$1.20 million in FY 2012, a 5% increase over FY 2011 estimated expenditures, and \$1.23 million in FY 2013, a 2.5% increase over FY 2012. The recommended appropriations will allow the Board to maintain current operations and staff level.

During the FY 2012-FY 2013 biennium, in addition to ongoing operating expenses, the Board will be required to pay the cost of the biennial audit conducted by the Auditor of State. S.B. 155 of the 128th General Assembly, effective March 31, 2010, requires all state agencies to pay for their own audits.² In the past, the cost of state agency audits was paid for by DAS, but funding for that purpose was eliminated by Am. Sub. H.B. 1 of the 128th General Assembly (FY 2010-FY 2011 biennial budget bill). The Board expects the cost of the audit to be about \$14,000 in the upcoming biennium.

For the FY 2012-FY 2013 biennium, the Board's priorities include more effectively using its computerized licensing and paperless office systems, better protecting consumer safety, and improving the Continuing Professional Education (CPE) program approval and audit process. The Board will continue to increase awareness of the counseling, social work, and marriage and family therapy fields among students to increase the number of licensees practicing in Ohio.

Licenses

To carry out its regulatory responsibility, the Board establishes standards of practice and licenses qualified practitioners of social work, counseling, and marriage and family therapy. As shown in Table 4 below, from FY 2009 to FY 2010, the total number of active licenses issued by the Board increased 1.8%. The license type with the largest increase in the number of active licenses was independent social workers, with 191 more in FY 2010 than in FY 2009.

² R.C. 117.13.

License Type	FY 2009	FY 2010	% Change
Social Worker	15,221	15,318	0.6%
Independent Social Worker	7,172	7,363	2.7%
Social Worker Assistant	696	635	-8.8%
Professional Counselor	3,402	3,587	5.4%
Professional Clinical Counselor	4,168	4,297	3.1%
Independent Marriage and Family Therapist	180	183	1.7%
Marriage and Family Therapist	51	67	31.4%
Total	30,890	31,450	1.8%

*Data shown is as of June 30th in each year.

The Board currently utilizes several components of the eLicensing system, which is administered through CSA. Each board that participates in the eLicensing system receives a basic component of the system that includes a database of all licensees and their license status. Boards have the option of purchasing additional components of the system including initial licensure, renewal, image storing and indexing, and complaint tracking. The public can access the system for license verification and applicants for licensure. Licensees applying for license renewal may apply online. Over 97% of licensees applying for license renewal use eLicensing.

Licenses issued by the Board are required to be renewed every two years from the date of initial licensure. Table 5 shows the number of licenses issued by the Board during FY 2010. Including both initial licenses and renewals, the Board issued 17,010 licenses during that year. The total number of licenses in FY 2010 represents 54% of the total active licenses as of June 30, 2010.

License Type	Initial	Renewal	Total
Social Worker Assistant	69	239	308
Social Worker	1,232	6,806	8,038
Independent Social Worker	398	3,795	4,193
Professional Counselor	530	1,710	2,240
Professional Clinical Counselor	216	1,900	2,116
Marriage and Family Therapist	21	19	40
Independent Marriage and Family Therapist	9	66	75
Total	2,475	14,535	17,010

Investigation and Enforcement

The Board's regulatory obligations also include investigating complaints about issues of incompetent, unethical, and impaired practitioners. All complaints to the Board must be submitted in writing, which are then reviewed to determine whether the Board has the legal authority to take action.

In FY 2010, the Board received 263 complaints and completed 280 investigations, 78 of which opened in prior fiscal years. The Board entered into 33 consent agreements with licensees who were found to be in violation of the Board's laws or rules. In FY 2010, the Board revoked 11 licenses and accepted seven voluntary license surrenders.

Continuing Education

Each licensee must complete 30 continuing education hours during the two-year license cycle. Of the 30 hours, three hours of ethics training are required and 15 may be completed through distance learning. Counselors holding supervising designation must complete six hours of supervisory training and licensed independent social workers must complete three hours of supervisory training. The Board randomly audits about 10% of licensees to ensure that they have fulfilled the requirements. Last biennium, the Board found a higher than expected failure rate.

Continuing education providers must apply to the Board for approval to offer continuing education programs. The Board initially approves continuing education providers for one year once the continuing education courses meet the Board's standards. When the continuing education provider is up for renewal, it must provide the Board with a list of courses offered during the preceding approval cycle. The Board then reviews the courses and determines if they are appropriate for the respective licensing field. If not, the Board informs the provider which courses do not meet professional continuing education standards and the provider alters course offerings. The Board issues continuing education course renewals for two years. In FY 2010, the Board processed 1,847 applications for continuing education program approval and reviewed 1,835 requests from licensees for coursework and out-of-state programs that were not pre-approved by the Board. The Board currently monitors 659 active continuing education provider organizations. In FY 2010, the Board approved 44 new continuing education providers and renewed 266.

REQUESTS NOT FUNDED

This section describes the Board's request that was not funded in the executive budget. Table 6 shows the amount of appropriation requested by the Board and the executive recommendation.

Table 6. Requested Funding Compared to Executive Recommendation						
Fund Line Item	FY 2012 Recommended	FY 2012 Requested	Difference	FY 2013 Recommended	FY 2013 Requested	Difference
4K90 899609	\$1,204,235	\$1,233,738	(\$29,503)	\$1,234,756	\$1,264,740	(\$29,984)

The Board requested funding for an additional full-time employee to increase the audit percentage of licensees' continuing education hours required for license renewal. Given the executive recommendation, the Board will not be able to hire an additional employee.

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Counselor, Social Worker, and Marriage and Family Therapist Board

General Services Fund Group

4K90 899609 Operating Expenses

FY 2008	FY 2009	FY 2010	Estimate FY 2011	Introduced FY 2012	Introduced FY 2013
\$1,117,171	\$1,117,315	\$1,071,404	\$1,146,571	\$1,204,235	\$1,234,756
	0.0%	-4.1%	7.0%	5.0%	2.5%

Source: General Services Fund Group: License fees and other assessments collected by the state's professional and occupational licensing boards

Legal Basis: ORC 4743.05 and 4757.31(C); Section 249.10 of Am. Sub. H.B. 1 of the 128th General Assembly (originally established by Am. Sub. H.B. 152 of the 120th G.A.)

Purpose: This line item is used to pay the Counselor, Social Worker, and Marriage and Family Therapist Board's operating expenses, including personal services, supplies, maintenance, and equipment. The Board licenses qualified practitioners, establishes standards of practice, operates continuing education (CE) programs and approves CE providers, and enforces the laws and rules governing the practice of counseling, social work, and marriage and family therapy.

FY 2012 - FY 2013 Introduced Appropriation Amounts

All Fund Groups

Line Item Detail by Agency			FY 2010	Estimate FY 2011	Introduced FY 2012	FY 2011 to FY 2012 % Change	Introduced FY 2013	FY 2012 to FY 2013 % Change
Report For Main Operating Appropriations Bill			Version: As Introduced					
CSW Counselor, Social Worker, and Marriage and Family Therapist Board								
4K90	899609	Operating Expenses	\$ 1,071,404	\$ 1,146,571	\$ 1,204,235	5.03%	\$ 1,234,756	2.53%
General Services Fund Group Total			\$ 1,071,404	\$ 1,146,571	\$ 1,204,235	5.03%	\$ 1,234,756	2.53%
Counselor, Social Worker, and Marriage and Family Therapist Board Tota			\$ 1,071,404	\$ 1,146,571	\$ 1,204,235	5.03%	\$ 1,234,756	2.53%