

LSC Redbook

Analysis of the Executive Budget Proposal

Board of Dietetics

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ATTACHMENTS:

- Catalog of Budget Line Items
- Budget Spreadsheet By Line Item

Board of Dietetics

- Non-GRF agency; funded by fee revenues
- Funding increased by 11.8% in FY 2012 and decreased by 2.6% in FY 2013
- Over 3,600 active licenses

OVERVIEW

Agency Overview

The Board of Dietetics was established in 1987 to regulate the practice of nutrition and dietetics. The Board issues licenses and limited permits for dietitians and establishes standards for education, preprofessional training, and examination. The Board also sets standards of practice for dietitians, investigates complaints, holds administrative hearings, determines appropriate disciplinary actions, and monitors continuing education compliance among licensees. Over 3,600 licenses and limited permits issued by the Board are currently active.

The Board's governing authority consists of five members appointed by the Governor, including three dietitians, a dietitian educator who holds a doctoral degree, and a member of the public who is not, and never has been, a dietitian. Members are appointed for five-year terms and may serve only one full term. The Board meets about six times a year. In addition to travel reimbursement, board members receive annual compensation of about \$2,700 for the performance of official board business.

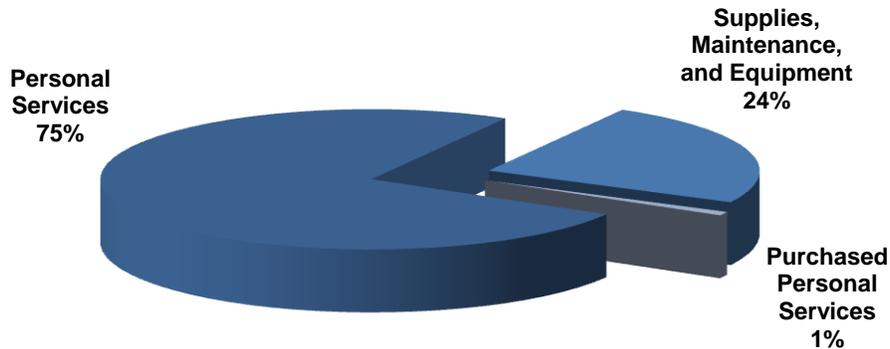
The Board's daily operations are the responsibility of an executive secretary who is appointed by the five-member governing authority. Including the Executive Secretary, the Board has three full-time employees and one seasonal intermittent employee who assists with license renewal. The Board's annual budget is about \$311,000 in FY 2011. The Board receives no GRF moneys; it is entirely supported by fees.

Appropriation Overview

The executive recommends funding of \$347,789 in FY 2012, an 11.8% increase over FY 2011 estimated expenditures, and \$338,592 in FY 2013, a 2.6% decrease from FY 2012. The recommended funding will allow the Board to generally maintain current operations and staff.

As a regulatory agency, personal services is the largest expense category for the Board. As seen in the chart below, 75% of the executive budget recommendations for the biennium are for personal services, 24% for supplies, maintenance, and equipment, and 1% for purchased personal services.

**Executive Budget Recommendations
by Expense Category, FY 2012-FY 2013**



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 \$10,262 in CSA charges, which are included in the supplies, maintenance, and equipment category.

Fee Revenues and Fund 4K90

The Board issues licenses and limited permits to dietitians. Table 1 shows the current fee amount for each type of license. Licenses issued by the Board are required to be renewed annually. Limited permits are issued for six months, and once expired, may be reissued for another six months. Application and license renewal fee increases last occurred in FY 2004.

License Type	Fee Amount
Initial	\$125
Renewal	\$95
Reactivation	\$125
Reinstatement	\$180
Limited Permit	\$65

Fee revenues collected by the Board are deposited into the Occupational Licensing 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 Board of Dietetics, 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., generating enough revenue to cover its expenses.

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 revenues exceed expenditures each year.

Table 2. Revenues and Expenditures							
	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011 (estimate)	FY 2012 (estimate)	FY 2013 (estimate)
Revenue	\$317,303	\$351,605	\$352,334	\$361,310	\$348,642	\$358,525	\$358,050
Expenditures	\$279,433	\$311,067	\$302,830	\$283,812	\$311,067	\$347,789	\$338,592
Net of Rev. & Exp.	\$37,870	\$40,538	\$49,504	\$77,498	\$37,575	\$10,736	\$19,458

ANALYSIS OF EXECUTIVE PROPOSAL

The Board's operations are funded by a single line item appropriation from the General Service 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 and Name	FY 2012	FY 2013
General Services Fund Group				
4K90	860609	Operating Expenses	\$347,789	\$338,592

Through this one line item, the Board pays all of its expenses. The executive recommends funding of \$347,789 in FY 2012, an 11.8% increase over FY 2011 estimated expenditures, and \$338,592 in FY 2013, a 2.6% decrease from FY 2012. The executive recommendations will allow the Board to generally maintain its current operations and staff.

In the upcoming biennium, one additional expense that the Board will be required to pay is the cost of its biennial audit conducted by the Auditor of State. Effective March 31, 2010, S.B. 155 of the 128th General Assembly requires all state agencies to pay for their own audits.¹ In the past, the cost of state agency audits was paid for by DAS, but funding for that purpose was removed by Am. Sub. H.B. 1 of the 128th General Assembly (the FY 2010-FY 2011 biennial budget bill). As a result, the Board has budgeted \$9,100 for this audit in the upcoming biennium.

During the FY 2010-FY 2011 biennium, the Board took additional steps to control costs. These efforts included sending the biannual newsletter by e-mail instead of by mail, limiting onsite investigations by handling them via telephone when appropriate, and exploring new ways to provide training to dietetic students at universities via the Internet. The Board estimates that the reduced printing and mailing costs will result in annual savings of about \$2,500. The Board plans to continue these practices in the upcoming biennium.

Licensing and enforcement activities will continue to be a priority. The Board will also continue to enforce the continuing education requirement to ensure that licensees are educated on the laws governing the practice of dietetics.

¹ R.C. 117.13.

Licenses

To carry out its regulatory responsibility, the Board establishes standards of practice and issues dietitian licenses and limited permits. A dietetic license is available for individuals meeting academic, preprofessional, and examination requirements. A limited permit is available for individuals who have not yet taken the examination. Licenses issued by the Board are required to be renewed annually and are valid from July 1st through June 30th. Table 4 shows that from FY 2009 to FY 2010, the total number of active licenses and limited permits increased 2.4%.

Table 4. Licensing Activities*			
License Type	FY 2009	FY 2010	% Change
Initial	178	180	1.1%
Renewal	3,303	3,411	3.3%
Reactivation	17	15	-11.8%
Reinstatement	27	16	-40.7%
Limited Permit	79	67	-15.2%
Total	3,604	3,689	2.4%

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

During the FY 2010-FY 2011 biennium, the Board worked to expand the agency web site to include online license verification through the eLicensing system. The eLicensing system 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.

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 opened 78 new cases and began the fiscal year with 13 pending cases. Of the 91 cases, more than half involved unlicensed practice or a failure to renew. The Board closed 86 cases, issued five licenses with advisory letters, and entered into one consent agreement with a licensee who was found to be in violation of the Board's laws or rules.²

² Licenses issued with advisory letters typically involve an individual who was previously practicing without a license who then obtains a license.

Continuing Education

The Board requires one continuing professional education unit for dietitians and limited practitioners that covers current and recent changes to laws, rules, and regulations governing the practice of dietetics. The education unit must be completed for renewal of a license in odd numbered calendar years (every other renewal cycle). A list of approved programs is posted on the Board's web site (<http://www.dietetics.ohio.gov>).

REQUESTS NOT FUNDED

This section describes the Board's request that was not funded in the executive budget. Table 5 shows the amount of appropriation requested by the Board and the executive recommendation.

Table 5. Requested Funding Compared to Executive Recommendation						
Fund Line Item	FY 2012 Recommended	FY 2012 Requested	Difference	FY 2013 Recommended	FY 2013 Requested	Difference
4K90 860609	\$347,789	\$355,685	(\$7,896)	\$338,592	\$346,585	(\$7,993)

The Board's request included funding to implement online license renewal through the CSA eLicensing system. Given the executive recommendation, the Board will not be able to provide online licensing renewal for its licensees. According to the Executive Secretary, once fully implemented, online renewal through the eLicensing system would have allowed the Board to forego hiring an intermittent employee each year.

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Board of Dietetics

General Services Fund Group

4K90 860609 Operating Expenses

FY 2008	FY 2009	FY 2010	Estimate FY 2011	Introduced FY 2012	Introduced FY 2013
\$311,067	\$302,831	\$283,812	\$311,067	\$347,789	\$338,592
	-2.6%	-6.3%	9.6%	11.8%	-2.6%

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 4759.08(E); Section 261.10 of Am. Sub. H.B. 1 of the 128th G.A. (originally established by Am. Sub. H.B. 570 of the 116th G.A.)

Purpose: This line item is used to pay the Board of Dietetics' operating expenses, including personal services, supplies, maintenance, and equipment. The Board issues licenses and limited permits for dietitians and establishes standards for education, preprofessional training, and examination. The Board also sets standards of practice for dietitians, investigates complaints, holds administrative hearings, determines appropriate disciplinary actions, and monitors continuing education compliance among licensees.

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					
OBD Board of Dietetics								
4K90	860609	Operating Expenses	\$ 283,812	\$ 311,067	\$ 347,789	11.81%	\$ 338,592	-2.64%
General Services Fund Group Total			\$ 283,812	\$ 311,067	\$ 347,789	11.81%	\$ 338,592	-2.64%
Board of Dietetics Total			\$ 283,812	\$ 311,067	\$ 347,789	11.81%	\$ 338,592	-2.64%