

LSC Redbook

Analysis of the Executive Budget Proposal

Board of Dietetics

Jacquelyn Schroeder, LSC Fellow
Legislative Service Commission

February 2013

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Board of Dietetics

- Non-GRF agency; funded by fee revenues
- Funding remained flat in FY 2014 and increased by 3.6% in FY 2015
- Nearly 4,200 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. Nearly 4,200 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. Including travel reimbursement, board members receive an average annual compensation of about \$1,200 for the performance of official board business.

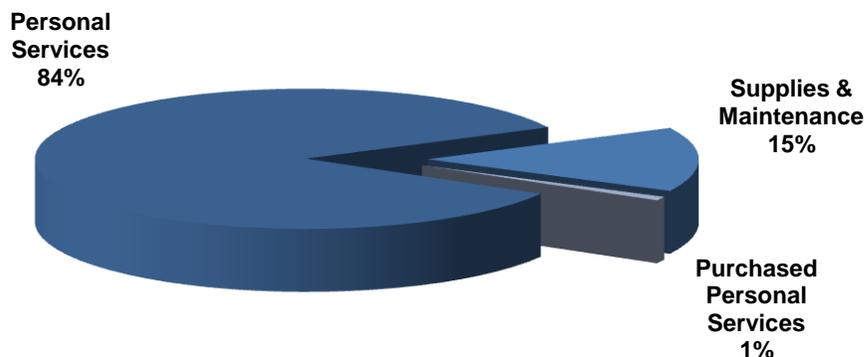
The Board's daily operations are the responsibility of an executive secretary who is appointed by the five-member governing authority. Including the Executive Secretary, the Board has three full-time employees and one seasonal intermittent employee who assists with license renewal. The Board's annual budget was \$330,592 in FY 2013. The Board receives no GRF moneys; it is entirely supported by fees.

Appropriation Overview

The executive recommends flat funding of \$330,592 in FY 2014 and \$342,592 in FY 2015, a 3.6% increase from FY 2014. 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, 84% of the executive budget recommendations for the biennium are for personal services, 15% for supplies and maintenance, and 1% for purchased personal services.

**Executive Budget Recommendations
by Expense Category, FY 2014-FY 2015**



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 2012, the Board paid \$11,856 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 and Regulatory Fund (Fund 4K90), which was established by H.B. 152 of the 120th General Assembly. Twenty-seven 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 2009 through FY 2015 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 2009	FY 2010	FY 2011	FY 2012	FY 2013 (estimate)	FY 2014 (estimate)	FY 2015 (estimate)
Revenue	\$352,334	\$361,310	\$348,384	\$367,372	\$358,050	\$358,288	\$359,625
Expenditures	\$302,830	\$283,812	\$293,023	\$302,353	\$330,592	\$330,592	\$342,592
Net of Rev. & Exp.	\$49,504	\$77,498	\$55,361	\$65,019	\$27,458	\$27,696	\$17,033

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 of Dietetics				
Fund	ALI and Name		FY 2014	FY 2015
General Services Fund Group				
4K90	860609	Operating Expenses	\$330,592	\$342,592

Through this one line item, the Board pays all of its expenses. The executive recommends flat funding of \$330,592 in FY 2014 and \$342,592 in FY 2015, a 3.6% increase from FY 2014.

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 \$12,000 for this audit in the upcoming biennium. In the FY 2012-FY 2013 biennium, the Board paid approximately \$9,100 for the audit.

During the FY 2012-FY 2013 biennium, the Board took additional steps to control costs. In FY 2012, the Board implemented online renewal that ceased the printing and mailing of renewal applications to approximately 3,600 licensees. The Board estimates that the reduced printing of applications and use of return envelopes have saved the Board \$2,000. An additional \$1,500 has been saved in mailing costs. The Board plans to continue these practices in the upcoming biennium.

For FY 2014-FY 2015, the Board has reduced the number of hours for the intermittent clerk position to 500 hours, which is estimated to save \$6,930 per year. According to the Executive Director, given the executive recommendation, the Board may also need to reduce the number of conferences attended by Board members in order to control costs.

Licensing and enforcement activities will continue to be a top priority. The Board will monitor legislation to ensure high standards of quality for practicing licensees and the safety of Ohio citizens. The Board will also continue to enforce the continuing

¹R.C. 117.13.

education requirement to ensure that licensees are educated on the laws governing the practice of dietetics.

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 2011 to FY 2012, the total number of active licenses and limited permits increased 17.9%.

License Type	FY 2011	FY 2012	% Change
Initial	215	207	-3.7%
Renewal	3,239	3,866	19.4%
Reactivation	21	23	9.5%
Reinstatement	21	25	19.0%
Limited Permit	64	77	20.3%
Total	3,560	4,198	17.9%

*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 2012, the Board investigated a total of 85 complaints, 83 of which were new cases and two of which were pending cases. Of the 85 cases, the majority of complaints involved unlicensed practice. The Board closed 79 cases, issued three cease and desist letters, and issued four licenses with advisory

letters.² The Board did not enter into any consent agreements and did not hold any disciplinary hearings or issue final adjudication orders.

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>).

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

Board of Dietetics

General Services Fund Group

4K90 860609 Operating Expenses

FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimate	FY 2014 Introduced	FY 2015 Introduced
\$283,812	\$293,023	\$302,353	\$330,592	\$330,592	\$342,592
	3.2%	3.2%	9.3%	0.0%	3.6%

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 265.10 of Am. Sub. H.B. 153 of the 129th 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 2014 - FY 2015 Introduced Appropriation Amounts

All Fund Groups

Line Item Detail by Agency			FY 2012	Estimate FY 2013	Introduced FY 2014	FY 2013 to FY 2014 % Change	Introduced FY 2015	FY 2014 to FY 2015 % Change
Report For Main Operating Appropriations Bill			Version: As Introduced					
OBD Board of Dietetics								
4K90	860609	Operating Expenses	\$ 302,353	\$ 330,592	\$ 330,592	0.00%	\$ 342,592	3.63%
General Services Fund Group Total			\$ 302,353	\$ 330,592	\$ 330,592	0.00%	\$ 342,592	3.63%
Board of Dietetics Total			\$ 302,353	\$ 330,592	\$ 330,592	0.00%	\$ 342,592	3.63%