

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 0.4% in FY 2016 and 1.1% in FY 2017
- More than 34,500 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 34,500 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 \$1,835 for performing official Board business.

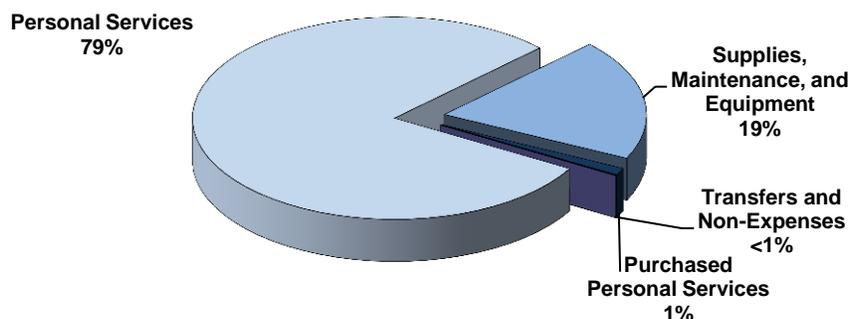
The Board's daily operations are the responsibility of an executive director who is appointed by the 15-member governing authority. Including the Executive Director, the Board has 13 full-time staff members with an estimated annual budget of \$1.28 million in FY 2015. The Board receives no GRF moneys; it is entirely supported by fees.

Appropriation Overview

The executive recommends funding of \$1.29 million in FY 2016, a 0.4% increase over FY 2015 estimated expenditures, and \$1.30 million for FY 2017, a 1.1% increase over FY 2016. 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; 19% for supplies, maintenance, and equipment; 1% for purchased personal services; and less than 1% for transfers and non-expenses.

**Executive Budget Recommendations
by Expense Category, FY 2016-FY 2017**



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 2014, the Board paid \$36,419 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 inceptions 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. 232 of

the 130th General Assembly created a fee for a license holder to place their license into inactive status. The biannual fee is \$20 for a social worker assistant, \$40 for a licensed professional counselor, licensed social worker, and marriage and family therapist, and \$50 for a professional clinical counselor, independent social worker, and an independent marriage and family therapist.

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
Failed Audit Fee	\$50/\$100 ¹
License Verification Fee	\$25
Continuing Education Fee	\$10/\$30 ²
Disciplinary Fine	≥\$500
Replacement Wall Certificate	\$15
Continuing Education Program Fee	\$30
Continuing Education Provider Fee	\$125
Inactive Status Fee	\$20/40/\$50

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 Counselor, Social Worker, and Marriage and Family

¹ The failed audit fee is for failing a continuing education audit. This fee is being implemented in FY 2015. The amount of the fee will be dependent upon the number of missing continuing education hours.

² 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.

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.

Table 2 shows the Board's annual revenues and expenditures from FY 2011 through FY 2017 as well as the net of revenues less expenditures. 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 2011	FY 2012	FY 2013	FY 2014	FY 2015 (estimate)	FY 2016 (estimate)	FY 2017 (estimate)
Revenues	\$1,195,901	\$1,251,085	\$1,332,596	\$1,392,554	\$1,310,035	\$1,336,236	\$1,362,960
Expenditures	\$1,176,769	\$1,123,420	\$1,187,541	\$1,204,616	\$1,281,478	\$1,287,029	\$1,301,462
Net of Rev. & Exp.	\$19,132	\$127,665	\$145,055	\$187,938	\$28,557	\$49,207	\$61,498

ANALYSIS OF EXECUTIVE PROPOSAL

The Board's operations are funded by a single line item appropriation from the Dedicated Purpose 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	Name	FY 2016	FY 2017
Dedicated Purpose Fund Group				
4K90	899609	Operating Expenses	\$1,287,029	\$1,301,462

Through this one line item, the Board pays all of its operating expenses. The executive recommends funding of \$1.29 million in FY 2016, a 0.4% increase over FY 2015 estimated expenditures, and \$1.30 million in FY 2017, a 1.1% increase over FY 2016. The recommended appropriations will allow the Board to maintain current operations and staff level. According to the Board, there has been an increase in the number of complaints and investigations, which has led to more appeal hearings. There could be an increase in costs to the Board if additional hearings continue to be requested. Cost for hearings range from \$200-\$1,200, depending on the type of hearing required and whether the hearing officer is required to write a report.

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 3 below, from FY 2013 to FY 2014, the total number of active licenses issued by the Board increased 2.4%.

Table 3. Active Licenses*			
License Type	FY 2013	FY 2014	% Change
Social Worker	16,080	16,335	1.6%
Independent Social Worker	7,962	8,141	2.2%
Social Worker Assistant	584	542	-7.2%
Professional Counselor	3,933	4,032	2.5%
Professional Clinical Counselor	4,858	5,159	6.2%
Marriage and Family Therapist	120	139	15.8%
Independent Marriage and Family Therapist	204	208	2.0%
TOTAL	33,741	34,556	2.4%

*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.

Licenses issued by the Board are required to be renewed every two years from the date of initial licensure. Table 4 shows the number of licenses issued by the Board during FY 2014. Including both initial licenses and renewals, the Board issued 17,072 licenses during that year. The total number of licenses in FY 2014 represents approximately 49% of the total active licenses as of June 30, 2014.

License Type	Initial	Renewal	Total
Social Worker	1,122	6,950	8,072
Independent Social Worker	421	3,987	4,408
Social Worker Assistant	58	185	243
Professional Counselor	178	1,642	1,820
Professional Clinical Counselor	45	2,304	2,349
Marriage and Family Therapist	32	37	69
Independent Marriage and Family Therapist	10	101	111
TOTAL	1,866	15,206	17,072

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 2014, the Board received 310 complaints and completed 288 investigations, 59 of which opened in prior fiscal years. The Board entered into 35 consent agreements with licensees who were found to be in violation of the Board's laws or rules. In FY 2014, the Board revoked 27 licenses and accepted 12 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 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.

An entity wishing to provide continuing education to one of the Board's licensees must apply to the Board for approval to offer continuing education courses and pay one of two fees. Approved continuing education programs must pay a \$30 fee and are for one year. Entities that offer four or more courses may apply to be a continuing education provider and pay a \$125 fee. 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 2014, the Board processed 1,344 applications for continuing education program approval. The Board currently monitors 567 active continuing education provider organizations. In FY 2014, the Board approved 53 new continuing education providers and renewed 250.

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Dedicated Purpose Fund Group

4K90 899609 Operating Expenses

FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Estimate	FY 2016 Introduced	FY 2017 Introduced
\$1,123,420	\$1,187,541	\$1,204,616	\$1,281,478	\$1,287,029	\$1,301,462
	5.7%	1.4%	6.4%	0.4%	1.1%

Source: Dedicated Purpose 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. 59 of the 130th G.A. (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 2016 - FY 2017 Introduced Appropriation Amounts

All Fund Groups

Line Item Detail by Agency

			Estimate	Introduced	FY 2015 to FY 2016	Introduced	FY 2016 to FY 2017	
			FY 2014	FY 2015	FY 2016	% Change	FY 2017	% Change
Report For Main Operating Appropriations Bill			Version: As Introduced					
CSW Counselor, Social Worker, and Marriage and Family Therapist Board								
4K90	899609	Operating Expenses	\$ 1,204,616	\$ 1,281,478	\$ 1,287,029	0.43%	\$ 1,301,462	1.12%
Dedicated Purpose Fund Group Total			\$ 1,204,616	\$ 1,281,478	\$ 1,287,029	0.43%	\$ 1,301,462	1.12%
Counselor, Social Worker, and Marriage and Family Therapist Board Tota			\$ 1,204,616	\$ 1,281,478	\$ 1,287,029	0.43%	\$ 1,301,462	1.12%