

Redbook

LBO Analysis of Executive Budget Proposal

Ohio Chemical Dependency Professionals Board

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LBO Redbook

Ohio Chemical Dependency Professionals Board

Quick look...

- The Ohio Chemical Dependency Professionals Board licenses about 11,300 professionals with a staff of five.
- The Board is governed by 13 members, 12 of whom are appointed by the Governor and one of whom is appointed by the Director of Mental Health and Addiction Services.
- The Board is entirely supported by fees and receives no GRF funding.
- There are no proposed fee changes for the FY 2020-FY 2021 biennium.
- The executive budget recommends \$1.3 million over the biennium.
- Increases in funding will help cover increased eLicensing, payroll, rent, and information technology costs, as well as allow the Board to process additional license applications.

FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Introduced	FY 2021 Introduced
Fund 4K90 ALI 930609, Operating Expenses					
\$482,395	\$460,305	\$500,269	\$566,985	\$651,167	\$664,212
% change	-4.6 %	8.7%	13.3%	14.8%	2.0%

Agency overview

The Ohio Chemical Dependency Professionals Board was established in 2002 to regulate the practice of chemical dependency prevention and treatment. The Board issues licenses and certifications for a variety of chemical dependency professionals. The Board also sets standards of practice, investigates complaints, determines appropriate disciplinary actions, and monitors continuing education compliance. Approximately 11,300 licenses and certificates issued by the Board are currently active.

The Board's governing authority consists of 13 members; 12 members are appointed by the Governor and one ex officio member is appointed by the Director of Mental Health and Addiction Services. The Governor-appointed board members include seven chemical dependency counselors, two prevention specialists, one physician who has experience practicing in a field related to chemical dependency counseling, and two public members. Of the public members, one must be at least 50 years old. Members are appointed for three-year terms and may serve two consecutive full terms. In addition to travel reimbursement, Governor-appointed board members also receive a per diem for performing official board business.

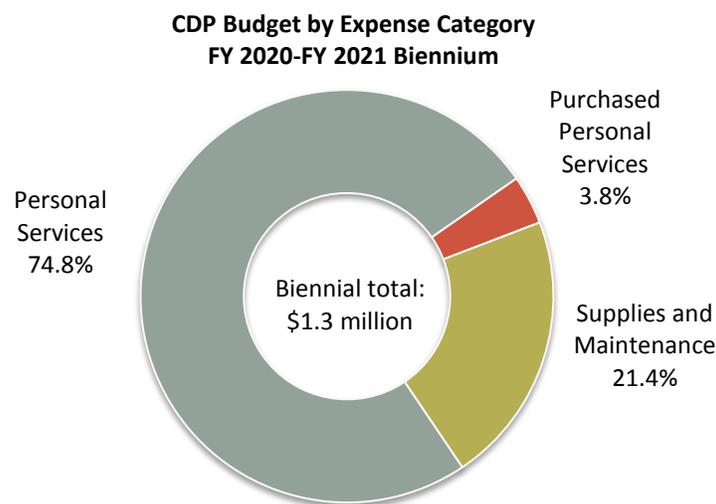
The Board's daily operations are the responsibility of an executive director appointed by the board governing authority. The Board currently has five full-time employees. It receives no General Revenue Fund (GRF) moneys; it is entirely supported by fees.

Analysis of FY 2020-FY 2021 budget proposal

The Board's operations are funded by a single appropriation item within Fund 4K90 – item 930609, Operating Expenses. The executive budget recommends \$651,167 in FY 2020, an increase of 14.9% over FY 2019 estimated expenditures, and \$664,212 in FY 2021, an increase of 2.0% over FY 2020. These increases will help cover increases in operating costs, including costs associated with the eLicense system, payroll, rent, and information technology. In addition, the opioid epidemic has increased the need for a credentialed workforce. Thus, the Board has seen a large increase in new license applications. The increases will also allow the Board to process these additional applications timely and efficiently.

Executive recommendations by expense category

As a regulatory agency, personal services represents the Board's largest expense category. As seen from the chart below, 74.8% of the executive budget recommendations for the FY 2020-FY 2021 biennium are for personal services, 21.4% are for supplies and maintenance, and 3.8% for purchased personal 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. These payments are included in the supplies and maintenance category.

Operating revenues and expenses

All of the Board's revenue comes from fees. Fee revenues collected by the Board are deposited into the Occupational Licensing and Regulatory Fund (Fund 4K90). Many occupational licensing and regulatory boards and commissions, including the Chemical Dependency Professionals 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., generating enough revenues to cover its expenses. Table 1 below shows the Board's revenues and expenditures from FY 2013 through FY 2018, as well as the net of revenues less expenditures.

	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
Revenue	\$504,439	\$510,419	\$558,362	\$560,971	\$692,736	\$695,261
Expenses	\$425,433	\$435,245	\$422,319	\$482,394	\$460,305	\$500,269
Net	\$79,006	\$75,174	\$136,043	\$78,577	\$232,431	\$194,992

The table below shows the licenses and certificates issued by the Board, as well as the cost for each. Individuals must meet the appropriate educational experience to obtain licensure. In addition, some licenses require specific work experience and the completion of an examination. If a person holds both a chemical dependency and prevention credential, the renewal fee is \$100 per credential. Licenses and certificates issued by the Board are required to be renewed on a biennial basis.

License Type	Initial Fee	Renewal Fee
Chemical Dependency Counselor Assistant Certificate	\$50	\$150
Gambling Disorder Endorsement	\$50	N/A
Licensed Chemical Dependency Counselor II	\$50	\$150
Licensed Chemical Dependency Counselor III	\$50	\$150
Licensed Independent Chemical Dependency Counselor	\$50	\$150
Licensed Independent Chemical Dependency Counselor – Clinical Supervisor	\$50	\$150
Ohio Certified Prevention Specialist Assistant	\$50	\$150
Ohio Certified Prevention Specialist	\$50	\$150
Ohio Certified Prevention Specialist Consultant	\$50	\$150
Registered Applicant for Prevention Certification	\$10	N/A

Licensure

To carry out its regulatory responsibility, the Board establishes standards of practice and licenses and certifies chemical dependency professionals. Licenses and certificates are available to individuals who meet academic, preprofessional, and examination requirements for their field of practice. Licenses and certificates issued by the Board are required to be renewed biennially. As seen in Table 3, from FY 2017 to FY 2018, the total number of active licenses and certificates increased by 17.2%.

Table 3. Active Licenses by Type, FY 2016-FY 2018

License Type	FY 2016	FY 2017	Percent Change	FY 2018	Percent Change
Chemical Dependency Counselor Assistant	4,772	4,843	1.5%	6,042	24.8%
Licensed Chemical Dependency Counselor II	347	330	-4.9%	417	26.4%
Licensed Chemical Dependency Counselor III	1,135	1,102	-2.9%	1,249	13.3%
Licensed Independent Chemical Dependency Counselor	617	763	23.7%	708	-7.2%
Licensed Independent Chemical Dependency Counselor – Clinical Supervisor	1,934	1,608	-16.9%	1,749	8.8%
Ohio Certified Prevention Specialist Assistant	128	146	14.1%	227	55.5%
Ohio Certified Prevention Specialist	151	192	27.2%	146	-24.0%
Ohio Certified Prevention Consultant	220	117	-46.8%	201	71.8%
Registered Applicant for Prevention Certification	378	488	29.1%	501	2.7%
Gambling Disorder Endorsement	23	32	39.1%	39	21.9%
Total	9,705	9,621	-0.9%	11,279	17.2%

The Board utilizes the eLicensing system, which is administered through CSA. Each board that participates in the eLicensing system shares in its cost. The Board spent about \$3,600 on the eLicensing system in FY 2018. However, the Board anticipates a large increase in these costs for the upcoming biennium.

Investigation and enforcement

The Board's regulatory obligations also include investigating complaints that allege a violation of the Code of Ethics established for each field of practice. Complaints received by the Board are reviewed to determine whether the Board has the legal authority to take action. In FY 2018, the Board received 108 complaints. There were 36 sanctions, which include the following: 17 closed or dismissed, 12 written reprimands, two suspensions, one revocation, and four surrendered licenses.

Continuing education

Licensees and certificate holders must meet continuing education requirements for renewal. During the two-year renewal cycle, the Board requires licensees and certificate holders to obtain a number of hours of continuing education with a specified number of hours in the particular field of practice. Those holding a prevention specialist assistant certificate must complete 20 hours of continuing education. Those holding a gambling disorder endorsement must complete six hours. All other licensees must complete 40 hours of continuing education. Annually, the Board audits a total of 10% of its licensees and certificate holders to ensure compliance with the continuing education requirements. In FY 2018, the Board performed 460 audits, and no licensees were reprimanded for continuing education violations.