



LICENSING COMMITTEE
MAY 20, 2015

SUBJECT: LICENSING PROGRAM REPORT

5

ACTION: RECEIVE LICENSING PROGRAM REPORT

RECOMMENDATION

Receive and file the status update report on Licensing Unit activity.

ISSUE

This status report highlights key statistics of BPM's Licensing Unit and other Licensing activity of note since last reported November 7, 2014.

DISCUSSION

Licensing is current and up to date on all statistics, new licenses and renewals.

A. Licensing Statistics

The following Licensing Reports reflect a current capture of licensing statistics including new licenses and renewals during FY14/15 Quarter 3 running from January 1, 2015, through March 30, 2015.

1. Licensing Statistics – New Licenses Issued, Year over Year Comparison

This report provides a comparison of BPM licenses that have been issued during the two previous fiscal years for 12/13, 13/14 and those issued to date for FY14/15. In FY12/13, BPM issued 66 permanent licenses; FY13/14, 69 permanent licenses; FY14/15, 44 to date. For a grand total of 179 newly licensed DPMs in the last two and three quarter fiscal years.

2. Licensing Statistics - Renewal Data and Renewal Data Breakdown

This report provides an overview of license renewal data for the immediately preceding quarter in FY 14/15 for which full reporting data is available and running from January – March 2015. In the month of January, 94 license renewals were mailed out with 85 license renewals by end of month. During the

month of February, 91 renewals were mailed with a total of 87 license renewals by the end of month renewal period. March saw 82 license renewals mailed with 69 licenses renewed. For licentiates that did not comply with renewal requirements, Delinquent Renewal Notices were mailed to all pending renewals 30 days after license expiration. As an example, a license expiration date of January 31, 2015, receives a delinquent renewal notice on February 28, 2015. While there may be numerous reasons why a DPM may be delinquent—such as licensee failure to file a change of address, inadvertent oversight or misplacement of forms—BPM staff have taken steps to ensure that the licensee is appropriately notified to avoid additional repercussions.

This report also provides a breakdown of licensing data such as the number of Initial Applications received that are currently pending; the license renewal data broken down to by those who have renewed in addition to those that have filed for a Retired, Military, Disabled or Inactive modifier. Also included is the number of licensees in delinquent status in addition to those whose status has changed from Active to Cancelled, Revoked, Surrendered or Reinstated.

3. Licensing Statistics - Residents

This report reflects the Resident licensee base to date. BPM currently has 40 1st Year Residents; 41 2nd Year Residents; and 36 3rd Year Residents. The Resident academic year for 2015 will end on June 30. As the next resident academic year is upon us, consider approving the California Residency Program Applications under Agenda Item 7. The next resident academic year will begin on July 1, 2015 and end on June 30, 2016.

B. Continuing Medical Education Audit Update

The January CME Audit is now complete. As of April 22, 2015, out of 74 audited licensees, 67 have been found in compliance, 7 licensees have neither renewed nor complied with the CME audit requirements. This data is included on Licensing Statistics Renewal Data report.

C. BreEZe System Update

BPM currently has 12 System Investigation Requests (SIR) that are being handled to fix known issues in BreEZe. The number of outstanding SIRs has been reduced from 22 in Q2 FY 14/15 as reported last meeting. Of these 12 SIRs, Boards and Bureaus are asked to submit their Top 5 priority SIRs each week for the Information System team to address for the next Release. Depending on the severity of an issue and as new issues arise, SIR ranking can be rearranged at any time. BPM's current Top 5 SIRs with details are as follows below:

1. SIR 6285 – Requests detail data to be added to a screen
2. SIR 1422 – Addresses License Search ‘Back’ button in VO
3. SIR 8228 – Updates License Status Description in VO
4. SIR 932 – Automates License Remittance Process
5. SIR 870 – Addresses Address of Record requirements

The SIRs below have been tested and passed for Release 1.23. The production implementation date was April 2, 2015.

1. SIR 4446 – Updates our deficiency letter with minor grammatical changes.
2. SIR 692 – Addresses Reinstatement Transaction that currently is not functioning correctly.
3. SIR 9513 – Global – Implementation of SB 1159 FEIN/SSN for VO/VR

These SIRs are currently in User Acceptance Testing (UAT). The scheduled production implementation date is May 21, 2015.

1. SIR 264 – Changes wording on our Resident License Extend Expiration Date transaction checklist to reflect the correct name of the required form.
2. SIR 6789 – Updates License Status Description
3. SIR 10784 – Updates activity code definitions
4. SIR 10705 – Licensing Performance Measure report
5. SIR 8227 – Adds CURES language to renewal application

The following SIRs are scheduled for Release 1.25 (tentatively scheduled for production implementation on June 30, 2015):

1. SIR 2753 – Addresses the Podiatric school name printing format on BPM wall licenses.
2. SIR 8233 – Task Assignment error message when using ‘Mass Assign’ button

The following SIRs were recently rejected:

1. SIR 919 – Addresses the workflow Action Step queue that is not populating steps to appear on appropriate staff Dashboard’s.

This SIR was rejected as this was not a vendor issue rather DCA Office of Information Services (OIS) was able to address the issue and resolve.

2. SIR 9779 – 5002-7020 default license expiration date incorrect.

This SIR was rejected as it deals with specific data records that were not addressed and fixed during data conversion to BreEZe; therefore, when this transaction is used if the record is incorrect, it will need to be fixed individually.

3. SIR 2289 – Underpayment Renewal notice – remove “to pay online...” language

This SIR was rejected as this is a global notice and removal would affect those boards/bureaus that currently provide online renewal transactions.

There have also been new developments as they relate to the BreEZe project funding and costs. This February a Spring Finance Letter (SFL) was submitted to the Department of Finance (DOF) containing appropriation authority needed to fund the continuance of the BreEZe project for FYs 2015-16 and 2016-17 for costs identified in Special Project Report (SPR) 3.1. The SFL was approved through the Administration and is currently under consideration with the Legislature. As previously reported, Breeze maintenance associated costs are expected to double.

A DCA Budget Office prepared graphic fund condition statement is attached that details a high level fund condition and displays the annual revenue and expenditure totals in a bar graph overlaid with a line graph displaying the fund balance. FY 2014-15 through FY 2016-17 are projected figures and assume full budget appropriation is expended.

A Section 11.00 request was also submitted to the Legislature in February for their approval. The Section 11.00 process requires DOF to report to the Joint Legislative Budget Committee (JLBC) when a reportable information technology project’s overall costs increase by \$5.0 million or 20 percent of the budgeted cost of the project, whichever is less. Section 11.00 requires that the report shall be made no less than 30 days prior to any commitment to a new contract or contract amendment. DCA submitted this report and Section 11.00 application to DOF for review and approval. The JLBC concurred with the section 11.00 request but the approval process resulted in a two month schedule delivery extension of the project at a cost of \$1.95 million. The Breeze project cannot absorb this cost within existing budgeted resources and it is being requested through the May Revise process.

DCA has recently received confirmation to proceed with this request and that it will be included in the Governor’s revised budget. Because the contract(s) amended were the Accenture implementation contracts, funding for the \$1.95 million will be borne by Release 1 and 2 clients only. The budget office will share updated fund conditions with each our program as soon as it is prepared.

D. BreEZe Online Complaint Feature Disabled

Our BreEZe team is currently working to update the functionality of the online complaint submission screen in BreEZe. Currently, when a consumer submits an online complaint, one of the screens allows the complainant to enter the licensee's license number and 'lookup' the name and address information which pre-populates some of the necessary fields (i.e. street address, city, state, zip, etc.). While these fields are publicly disclose-able information, other not publicly disclose-able fields were also being added (i.e. gender, phone number, e-mail address) and DCA cannot provide this information to the public. Until the functionality is fixed, DCA has taken action and disabled the ability for consumers to submit a complaint online. If a consumer selects the "File a Complaint" button from the opening BreEZe page, they will be redirected with information on how to 'Submit a Complaint by Mail.' Complaint submission by mail will be used until further notice.

E. Legislative Impacts to Licensing Program and Implementation Plan

In order to assist the Legislative Committee with a broad understanding of legislation and regulatory matters that impact BPM, summaries of legislation passed in 2014 are included for committee review that may need to be addressed by the Board in order to adopt general policy guidance.

1. AB 809 (Logue, Chapter 404) – Patient Consent for Telehealth Services

Committee members may recall this bill revises the patient consent provisions related to the use of telehealth services by health care providers. The bill allows written consent in addition to verbal consent and specifies that either is valid for a designated course of health care and treatment. This bill took effect September 18, 2014

This bill impacts healing arts programs ONLY. BPM may wish to provide outreach to its licensees regarding the changes and how this legislation may alter the regulation of telehealth.

2. AB 2396 (Bonta, Chapter 737) – Denial of Licensure Based on Expunged Convictions

As previously reported in February, this bill prohibits a licensing authority under the Department of Consumer Affairs from denying a license based solely on a prior conviction if the conviction has been dismissed pursuant to Penal Code expungement procedures.

BPM's Legal Counsel has provided guidance to the licensing program regarding implementation of this legislation. Staff is completed its review and revision to BPM conviction questions and instructions on the program's Application for initial licensure and the changes have been incorporated as required by AB2396.

3. SB 1159 (Lara, Chapter 752) – Use of ITINs on Licensure Applications

As previously reported, this bill requires all programs within the Department of Consumer Affairs to accept an individual taxpayer identification number (ITIN) from applicants in lieu of a social security number (SSN). The legislation explicitly directs licensing programs to issue licenses to individuals qualified for licensure in spite of unlawful presence in the United States. All programs must implement the bill's requirements no later than January 1, 2016.

The Department's Office of Information Services (OIS) has incorporated the necessary changes into BreEZe and legacy systems to ensure that full implementation of this bill takes place no later than January 1, 2016.

BPM is currently in process of making minor changes on our initial licensing application to include information allowing for collection of an ITIN or a SSN for individuals. BPM will also be providing the necessary outreach to interested parties via emails to program stakeholders; an update on our website; and inclusion on of the development in its planned newsletter this winter.

PENDING 2015 LEGISLATION

1. AB750 (Low) Business and professions: licenses

This bill authorizes any of the boards, bureaus, commissions, or programs (boards) within the Department of Consumer Affairs (DCA) to establish, by regulation, a system for a retired category of licensure for persons who are not actively engaged in the practice of their profession or vocation.

According to the author, "An occupational license can be sent to 'inactive' for various reasons, including violations and non-renewal. The same is done in some boards for those individuals who decided to retire – a troublesome label, as an 'inactive' status holds negative connotations and does not appropriately illustrate the decades of service from the license holder.

BPM already has statutory authority for issuing a retired license under Section 2439 of California Business and Professions Code. This bill is not expected to impact BPM.

2. AB 1060 (Bonilla) Professions and vocations: licensure

This bill would authorize a board, upon suspension or revocation of a license, to provide the ex-licensee with certain information pertaining to rehabilitation, reinstatement, or penalty reduction through first-class mail or by electronic means.

Where licenses are revoked or suspended, licensees will be entitled to information about the procedures and criteria for license rehabilitation. BPM has such a small volume of revocations or suspensions per year that it is expected that the related costs will be negligible and well within existing resources.

F. BPM QUARTERLY TIMELINE

Provided for Committee planning purposes and review is a 3-month timeline to enhance committee situational awareness for pertinent dates and approaching deadlines.

NEXT STEPS

Staff will continue to maintain the licensing program current, continue operations without backlog and provide excellence of service within resources in keeping with the importance of licensing effectiveness in consumer protection and efficient use of public resources.

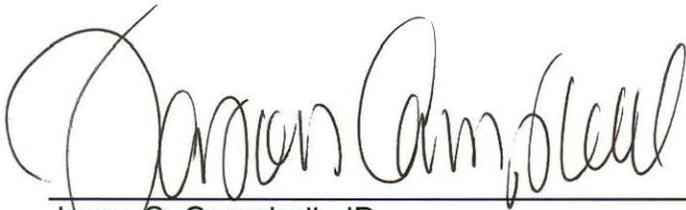
ATTACHMENTS

- A. Licensing Statistics –New Licenses Issued (Year/Year Comparison)
- B. Licensing Statistics - Renewal Data Quarter 3 (January – March 2015)
- C. Licensing Statistics – Residents
- D. BPM Quarterly Timeline
- E. BreEZe Cost and Funding (Podiatric) 2.24.15
- F. BreEZe SPR 3.1 Graphic Fund Condition (Podiatric)

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Board of Podiatric Medicine
Licensing Statistics - New Licenses Issued
Year over Year Comparison

New Licenses Issued by Fiscal Year

	FY 12/13	FY 13/14	FY 14/15
July	9	8	5
August	3	8	3
September	4	2	3
October	4	1	2
November	4	3	2
December	0	1	7
January	2	5	4
February	5	3	4
March	9	12	14
April	10	10	
May	8	7	
June	8	9	

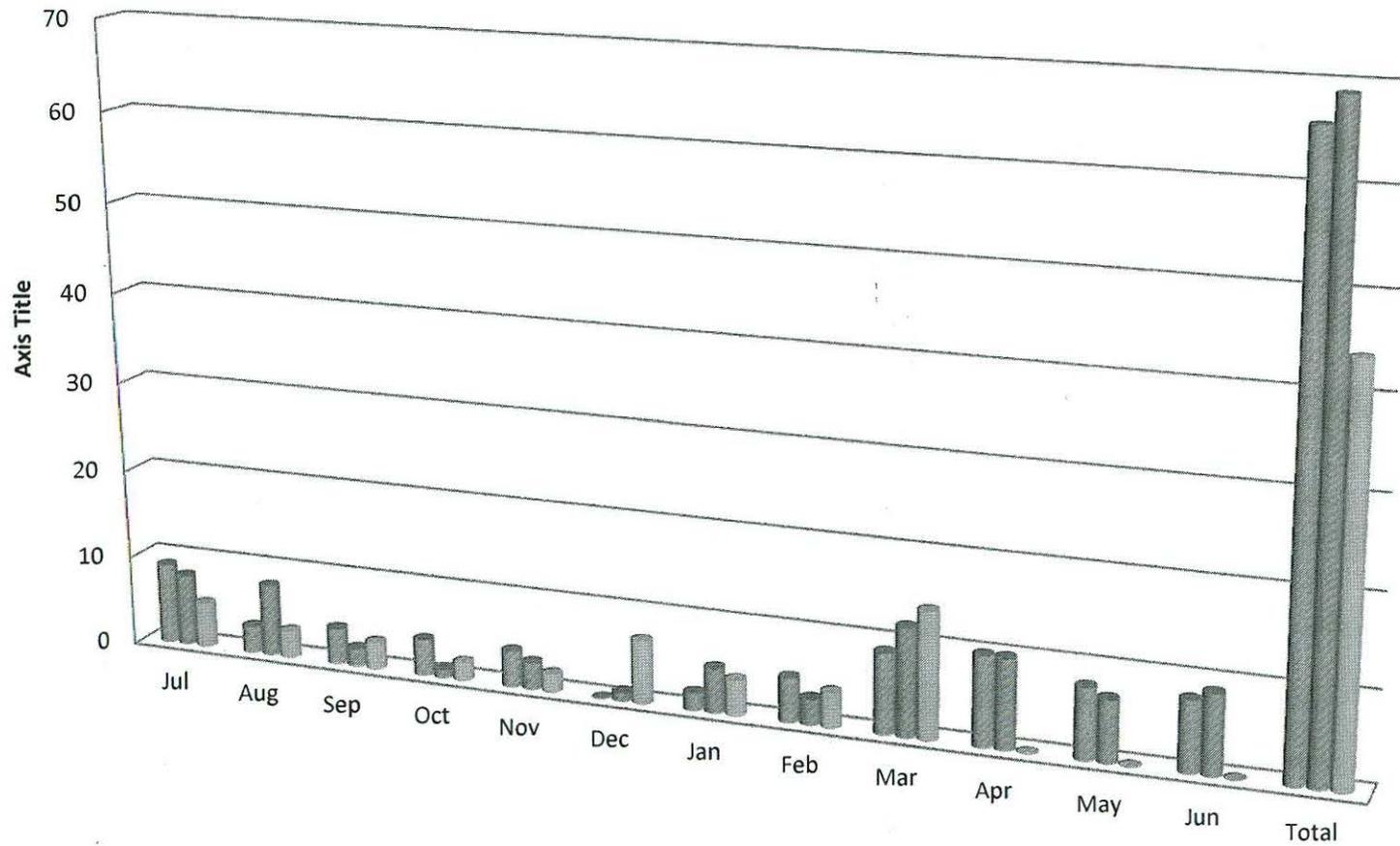
Totals

	FY 12/13	FY 13/14	FY 14/15
Grand Total of New Licenses Issued by Fiscal Year	66	69	44

Totals

	FY 12/13	FY 13/14	FY 14/15
Total of Current Active Licenses by Fiscal Year	1955	1966	1997

Board of Podiatric Medicine
Licensing Statistics - New Licenses Issued
Year over Year Comparison



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
■ FY 12/13	9	3	4	4	4	0	2	5	9	10	8	8	66
■ FY 13/14	8	8	2	1	3	1	5	3	12	10	7	9	69
■ FY 14/15	5	3	3	2	2	7	4	4	14	0	0	0	44

Board of Podiatric Medicine
Licensing Statistics – Renewal Data
Quarter 3 Report (January – March 2015)

Renewal Data

	Renewals Sent	Renewed	Pending Renewal
January	94	85	9
February	91	87	4
March	82	69	13
Total	267	241	26

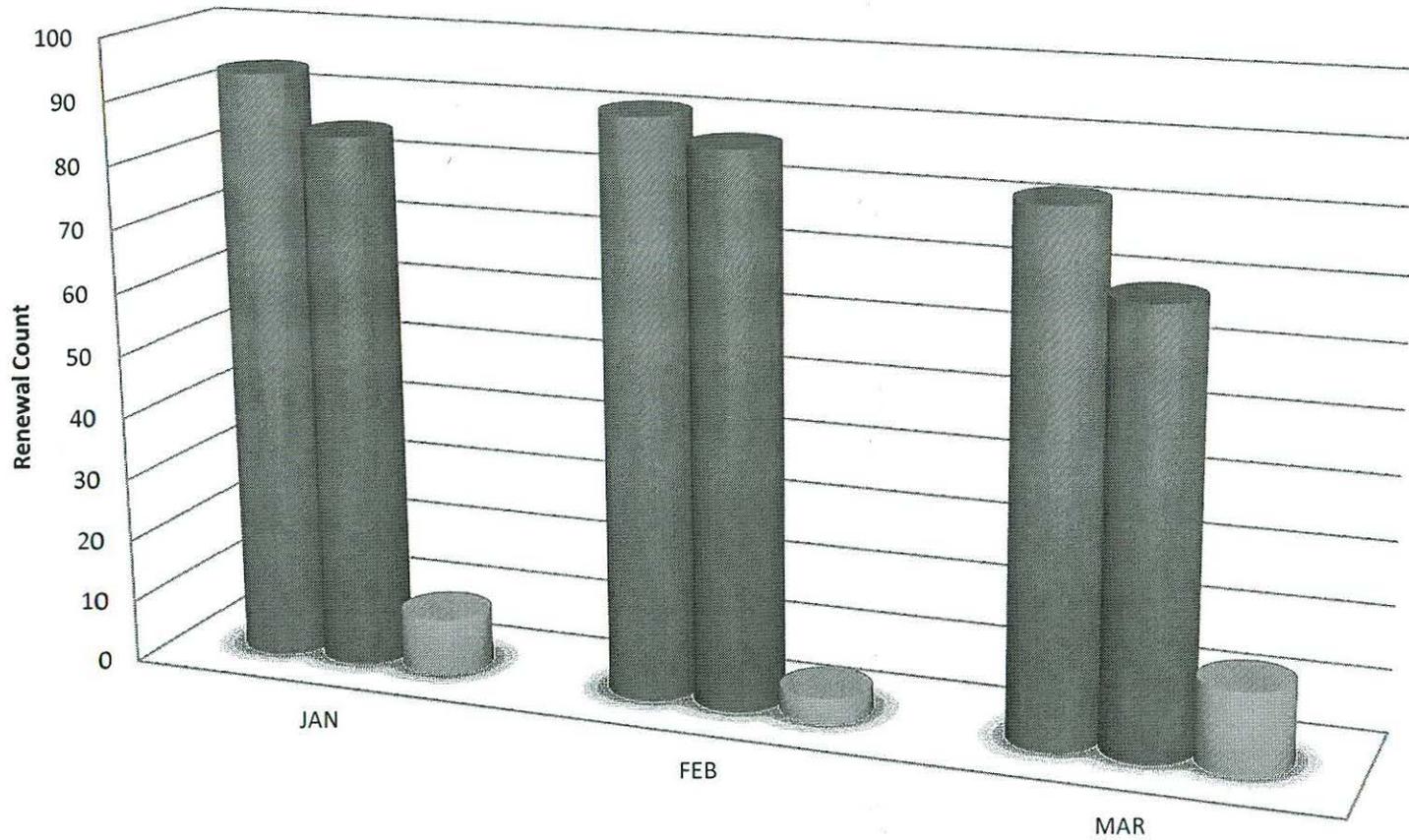
Renewal Data Breakdown

	Jan – Mar 2015
Initial Applications Pending	19
Renewed – Current	241
Renewed – Disabled	6
Renewed – Military	3
Renewed – Retired	11
Renewed – Inactive	1
Delinquent (includes prior months)	191
Cancelled	0
Revoked	0
Surrendered	0
Reinstated	1

Annual CME Audit (Renewal Period January 31, 2013 – January 31, 2015)

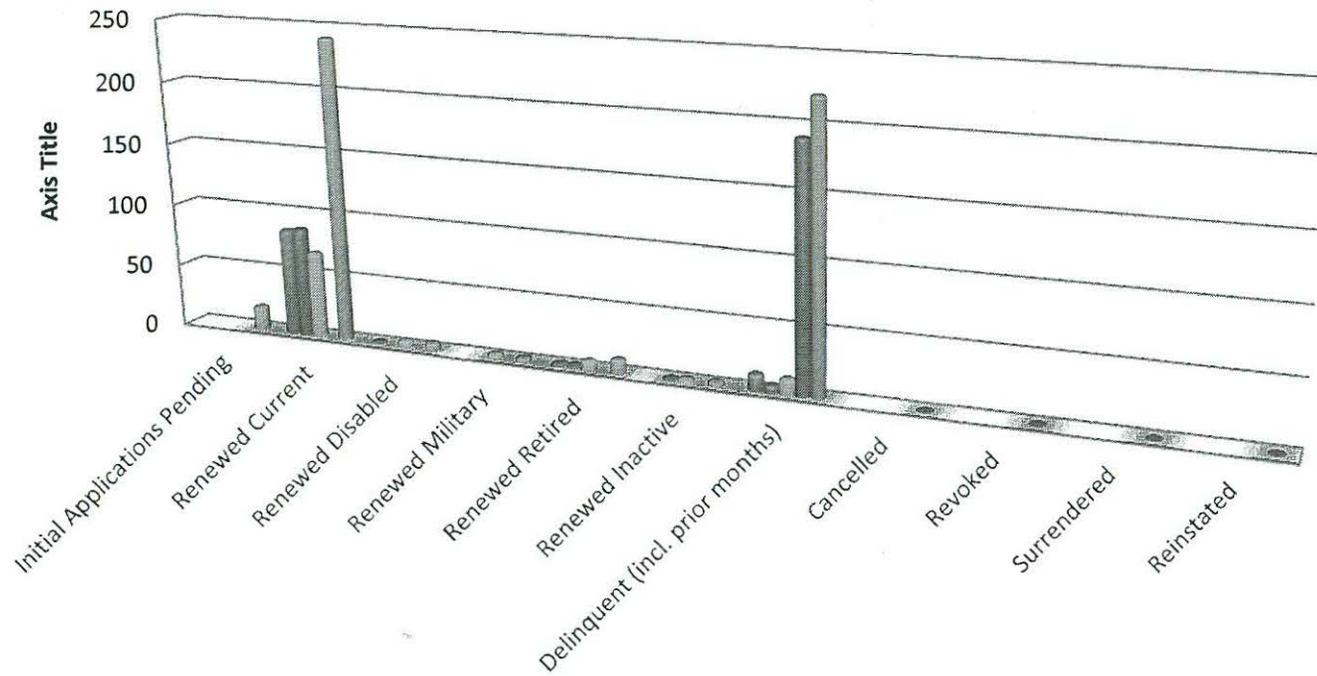
	Licensee Audit Count	Licensees Compliant	Licensees Pending Renewal and Compliance	Licensees not Compliant nor Renewed
Licensees with Expiration Date of January 31, 2015	74	67	0	7

Board of Podiatric Medicine
Licensing Statistics - Renewal Data
Quarter 3 Report (January - March 2015)



	JAN	FEB	MAR
■ Renewals Sent	94	91	82
■ Renewed	85	87	69
■ Pending Renewal	9	4	13

Board of Podiatric Medicine Licensing Statistics - Renewal Data Breakdown Quarter 3 Report (January - March 2015)



	Initial Applications Pending	Renewed Current	Renewed Disabled	Renewed Military	Renewed Retired	Renewed Inactive	Delinquent (incl. prior months)	Cancelled	Revoked	Surrendered	Reinstated
Jan		85	1		2		13				
Feb		87			2	1	6				
Mar		69	5	3	7	2	12				
prior months							191				
Jan - Mar	19	241	6	3	11	3	222	0	0	0	0

Board of Podiatric Medicine
Licensing Statistics – Residents
Quarter 3 Report (January – March 2015)

Resident Licenses

	Resident Academic Period July 1, 2014 – June 30, 2015
1 st Year Resident	40
2 nd Year Resident	41
3 rd Year Resident	34
3 rd Year Resident Rotation	2

Totals

	Resident Academic Period July 1, 2014 – June 30, 2015
Total Resident Licenses	117

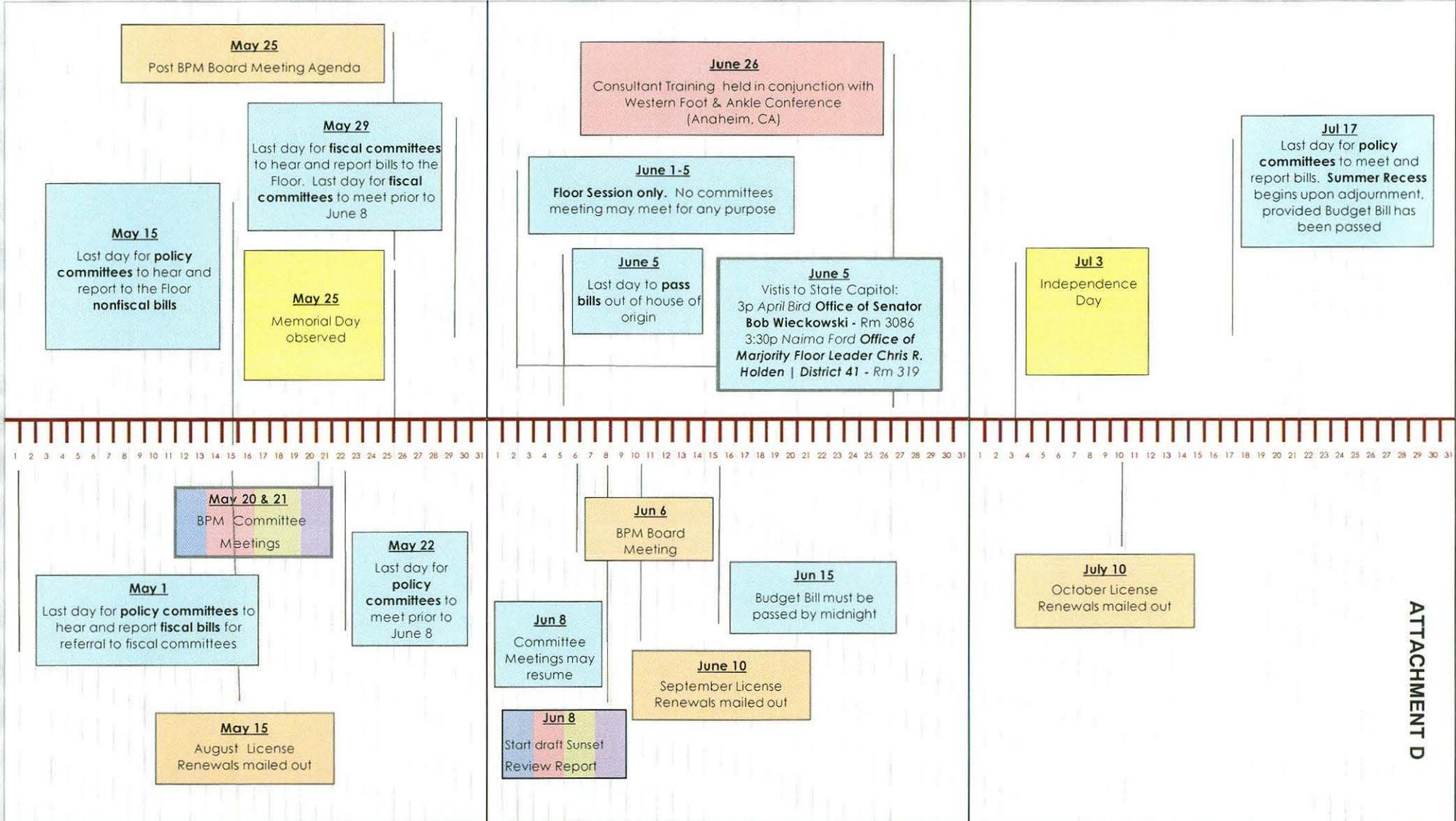
BPM QUARTERLY TIMELINE

2015

May

June

July



ATTACHMENT D

- Legislative Committee
- Enforcement Committee
- Public Education Committee
- Licensing Committee
- BPM Staff
- CA Legislature
- Committee Chairs
- State Holidays DCA Information

Department of Consumer Affairs
BreEZe Costs and Funding
FY 2009-10 through FY 2016-17
(amounts in whole \$s)

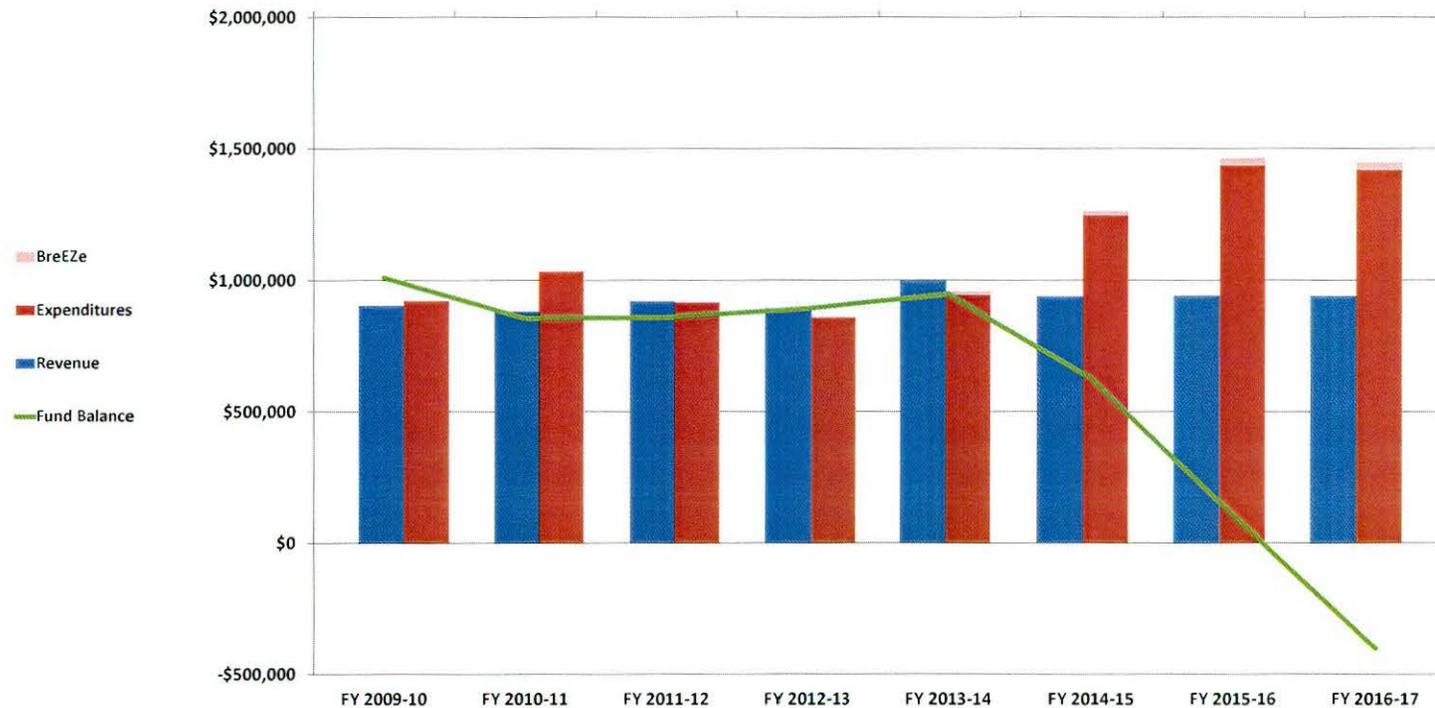
	FY 2009-10		FY 2010-11		FY 2011-12		FY 2012-13		FY 2013-14		FY 2014-15	FY 2015-16	FY 2016-17
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Proposed*	Proposed*	Proposed*
BreEZe Costs					1,200,000	869,926	4,081,649	387,607	5,029,513	4,478,770	5,375,928	9,732,344	11,750,441
Solution Vendor - Accenture LLP													
DCA Staff and OE&E	2,080,000	372,732	2,080,000	1,096,247	3,280,829	3,199,363	3,636,888	4,655,450	6,742,294	7,979,320	8,026,062	13,111,845	7,046,014
Data Center Services					1,101,843	147,645	1,667,899	138,410	136,072	137,472	155,376	156,096	156,096
Other Contracts		44,151		53,169	860,120	645,011	899,600	1,178,588	2,357,360	1,751,269	2,814,819	4,428,850	4,543,800
Oversight		10,168		345,993	537,276	488,034	537,276	393,232	559,920	478,328	563,234	643,512	
Total Costs	2,080,000	427,051	2,080,000	1,495,409	6,980,068	5,349,979	10,823,312	6,753,287	14,825,159	14,825,159	16,935,419	28,072,647	23,496,351
BreEZe Funding Needs													
Total Costs	2,080,000	427,051	2,080,000	1,495,409	6,980,068	5,349,979	10,823,312	6,753,287	14,825,159	14,825,159	16,935,419	28,072,647	23,496,351
Redirected Resources	2,080,000	427,051	2,080,000	1,495,409	4,169,882	3,198,486	4,448,886	4,818,002	5,806,881	5,806,881	7,405,427	7,426,449	2,080,000
Total BreEZE BCP					2,810,186	2,151,493	6,374,426	1,935,285	9,018,278	9,018,278	9,529,992	20,646,198	21,416,351
Board / Bureau Name													
Podiatry Board	2,117	538	2,117	2,248	4,339	3,777	11,117	7,005	12,117	12,117	14,097	26,490	28,024

ATTACHMENT E

* Figures identified in FY 2014-15 through FY 2016-17 are still pending approval

Board of Podiatric Medicine
Fund Analysis: Governor's Budget w/BreEZe SPR 3.1
Release 1

	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
	Actual					Projected*		
Beginning Fund Balance (Incl. Prior Year Adj.)	\$ 1,030,000	\$ 1,008,000	\$ 857,000	\$ 863,000	\$ 908,000	\$ 948,000	\$ 625,000	\$ 104,000
Total Revenue	\$ 905,000	\$ 883,000	\$ 921,000	\$ 895,000	\$ 997,000	\$ 938,000	\$ 942,000	\$ 941,000
Transfers/General Fund Loans	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 924,000	\$ 1,035,000	\$ 919,000	\$ 865,000	\$ 957,000	\$ 1,261,000	\$ 1,463,000	\$ 1,447,000
BreEZe Cost	\$ 538	\$ 2,248	\$ 3,777	\$ 7,005	\$ 12,117	\$ 14,097	\$ 26,490	\$ 28,024
Expenditures (less BreEZe)	\$ 923,462	\$ 1,032,752	\$ 915,223	\$ 857,995	\$ 944,883	\$ 1,246,903	\$ 1,436,510	\$ 1,418,976
Ending Fund Balance	\$ 1,011,000	\$ 856,000	\$ 859,000	\$ 893,000	\$ 948,000	\$ 625,000	\$ 104,000	\$ -402,000
Months in Reserve	11.7	11.2	11.9	11.2	9.0	5.1	0.9	-3.3



* Projected years assume full budget appropriation is expended

Highlights

- o Historical expenditure savings maintain fund balance/solvency