



**LICENSING COMMITTEE**  
**AUGUST 19, 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 May 20, 2015.

**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 4 running from April 1, 2015, through June 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, 70 to date. For a grand total of 205 newly licensed DPMs in the last three 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 April – June 2015. In the month of April, 88 license renewals were mailed out with 77 license renewals by end of month. During the month of May,

84 renewals were mailed with a total of 73 license renewals by the end of month renewal period. June saw 82 license renewals mailed with 74 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. 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 37 1<sup>st</sup> Year Residents; 40 2<sup>nd</sup> Year Residents; and 40 3<sup>rd</sup> Year Residents. The resident academic year started on July 1, 2015 and will end on June 30, 2016.

### **B. Residency Program Update**

All 18 California Residency Program Applications were approved and residents have started their academic year in their prospective programs on July 1, 2015.

### **C. NBPME Examination Update (American Podiatric Medical Licensing Examination (APMLE))**

The examinations required for podiatric licensure in the State of California by BPM include Parts I, II and III of the American Podiatric Medical Licensing Examination (“APMLE”). APMLE is a national examination administered by the National Board of Podiatric Medical Examiners (“NBPME”) and its use is mandated by section 2486 B&P.

The last AMPLE Part III exam was given on June 3, 2015. There were 31 candidates that took the test with a desire to practice in the State of California. Of those 31 candidates, 28 received a passing score, which is a 90% passing rate.

The next AMPLE Part III exam is scheduled for December 2, 2015. Candidates wishing to participate in this exam need to register by November 6, 2015. Additional information regarding registration may be obtained by visiting the NBPME/APMLE website at: <http://www.apmle.com/tools-downloads/bulletins-registration>.

Staff is also advised that NBPME is currently in process of conducting a Practice Analysis study to update the test specifications for Part III of the NBPME examination.

As part of the process, a survey had been designed to elicit input on the NBPME Part III Examination. Further information will be shared as it becomes available.

#### **D. NBPME Part II Exam Update**

As members are aware, prospective applicants must sit for and pass APMLE Parts I and II while attending podiatric medical school in order to qualify for a Resident's License before participating in California based post-graduate medical training as required by section 2475.1 B&P. Section 2475.1 provides in pertinent part that applicants must show evidence of passing scores on "Parts I and II of the examination administered by the National Board of Podiatric Medical Examiners" or its recognized equivalent.

Recently, after an initial pilot testing effort, NBPME has elected to offer and implement a Clinical Skills Patient Encounter ("CSPE") examination to coincide with AMPLE Part II. Accordingly, there will shortly be two official sections for Part II of the exam. They are Part II Written and Part II CSPE.

The written portion of Part II is designed to assess a candidate's knowledge in the clinical areas of Medicine, Radiology, Orthopedics, Biomechanics and Sports Medicine; Anesthesia and Surgery and other subjects. On the other hand, the clinical portion of the new Part II exam is designed to assess a candidate's proficiency in podiatric clinical tasks that are needed to enter into residency. Examinees are expected to perform a focused physical examination that includes podiatric and general medicine physical exam maneuvers appropriate for each patient presentation.

After a multi-year design and pilot testing effort, NBPME has elected to begin administration of Part II CSPE in August 2016 for the expected graduating class of 2017. Administrative difficulties prevented implementation for the class of 2016.

Additional information is available from the testing provider online at: <https://www.prometric.com/en-us/clients/nbpme/Pages/landing.aspx>

#### **E. BreZE System Update**

BPM currently has 11 System Investigation Requests (SIRs) that are being handled to fix known issues in BreZE. Of these 11 SIRs, 7 of them are related to user online fixes. BPM has yet to open functionality for online user applications and renewal functions and so remains unaffected by these. Boards and Bureaus are nevertheless asked to continue to submit their Top 5 priority SIRs each week for the Information System team to address for the next Release. Maintenance and improvement fixes are

ongoing. 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 listed below. Please note that SIR 932 is currently in UAT and set to be implemented in Release 1.26 on August 13, 2015.

1. SIR 932 – Automated Remittance Processor for license renewals: CE-Y should be selected when both CE-Y and CE Waiver are selected
2. SIR 14158 – 5001-8040 status override configuration
3. SIR 13764 – Updates 5001-1020 transaction checklist
4. SIR 8233 – Updates queue assignments
5. SIR 897 – Updates FNP transaction checklist

The SIRs below have been tested and passed for Release 1.24. The production implementation date was 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
6. SIR 8249 – Global SIR to update the way a system batch job runs (ALBL)

The SIRs below have been tested and passed for Release 1.25. The production implementation date was June 30, 2015.

1. SIR 1422 – 'Back button on the VO screen prevented webuser from returning to previous screen
2. SIR 12215 – Added new activity codes

BPM needed to have an Emergency Fix Release 1.2503 due to a configuration expiration date error for our resident licenses. The SIR passed UAT and was implemented to production on July 22, 2015.

1. SIR 13963 – 5001-8040 license transaction not changing license status

The following SIRs are scheduled for Release 1.26 which is tentatively scheduled for production implementation on August 13, 2015.

1. SIR 13278 – Addresses system needs to implement functionality in BreEZe as required in Military Bill AB1057.
2. SIR 13279 – Addresses systems needs to implement functionality in BreEZe as required in Military Bill AB1904.
3. SIR 932 – Automated Remittance Processor for license renewals: CE-Y should be selected when both CE-Y and CE Waiver are selected

## **F. Legislative Impacts to Licensing Program and Implementation Plan**

In order to enhance awareness of legislation having an impact on licensing, the following section is provided for committee review.

The following below listed legislation has an impact on BPM licensing and are included for committee review as there may need to be addressed by the Board in order to adopt general policy guidance.

### **1. AB 1057 (Medina) – Professions and vocations: licenses: military service**

This bill requires Board and Bureaus commencing on January 1, 2015, to ask new applicants and renewing licensees if the individual has served or is serving in the military.

### **2. AB 1904 (Block) – Professions and vocations: military spouses: expedited licensure**

Bill requires Boards and Bureaus to expedite licensing applications for spouses of active military service men and women if requirements are met.

SIRs for both bills have been successfully tested and passed by BPM for BreEZe. As indicated above, a planned rollout is included for Release 1.26 which is tentatively scheduled for production implementation on August 13, 2015. Staff is planning the appropriate amendments to its application forms and will

## **PENDING 2015 LEGISLATION**

### **1. AB750 (Low) Business and professions: licenses**

As previously reported, 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.

As of August 1, 2015, the bill is currently held under submission in Appropriations. Notwithstanding, BPM currently has statutory authority for issuing a retired license under Section 2439 of California Business and Professions Code and is therefore not expected to additionally impact BPM if passed.

## **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.

As of August 1, 2015, this bill is currently scheduled for a hearing in Senate Appropriations. Notwithstanding, BPM has such a small volume of revocations or suspensions per year that related costs are expected to be negligible and well within existing resources if passed.

## **G. 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)

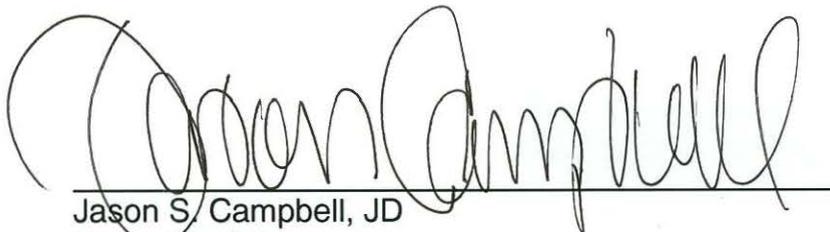
- B. Licensing Statistics - Renewal Data Quarter 3 (January – March 2015)
- C. Licensing Statistics – Residents
- D. BPM Quarterly Timeline

Prepared by: Kia-Maria Zamora, Licensing Unit Coordinator



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Kia-Maria Zamora  
Licensing Unit Coordinator



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Jason S. Campbell, JD  
Executive Officer

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

**New Licenses Issued by Fiscal Year**

	<b>FY 12/13</b>	<b>FY 13/14</b>	<b>FY 14/15</b>
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	9
May	8	7	4
June	8	9	13

**Totals**

	<b>FY 12/13</b>	<b>FY 13/14</b>	<b>FY 14/15</b>
Grand Total of New Licenses Issued by Fiscal Year	66	69	70

**Totals**

	<b>FY 12/13</b>	<b>FY 13/14</b>	<b>FY 14/15</b>
Total of Current Active Licenses by Fiscal Year	1955	1966	2023

**Board of Podiatric Medicine**  
**Licensing Statistics – Renewal Data**  
**Quarter 4 Report (April – June 2015)**

**Renewal Data**

	Renewals Sent	Renewed	Pending Renewal
April	88	77	11
May	84	73	11
June	82	74	8
<b>Total</b>	<b>254</b>	<b>224</b>	<b>30</b>

**Renewal Data Breakdown**

	<b>Apr – Jun 2015</b>
Initial Applications Pending	17
Renewed – Current	265
Renewed – Disabled	4
Renewed – Military	0
Renewed – Retired	15
Renewed – Inactive	0
Delinquent (includes prior months)	218
Cancelled	5
Revoked	0
Surrendered	2
Reinstated	0

**Board of Podiatric Medicine**  
**Licensing Statistics – Residents**  
**Quarter 4 Report (April – June 2015)**

**Resident Licenses**

	<b>Resident Academic Period July 1, 2015 – June 30, 2016</b>
1 <sup>st</sup> Year Resident	37
2 <sup>nd</sup> Year Resident	40
3 <sup>rd</sup> Year Resident	40
3 <sup>rd</sup> Year Resident Rotation	2

**Totals**

	<b>Resident Academic Period July 1, 2015 – June 30, 2016</b>
Total Resident Licenses	117

# BPM QUARTERLY TIMELINE

