

Executive Officer's Report.

The following is attached for review:

- Executive Officer's report, with attachments
 1. Revenue and Expenditure reports through August;
 2. Fund condition;
 3. Performance Measurements for the period April 1 – June 30, 2012;
 4. Letter to occupational therapists regarding compliance with CCR Section 4184(e);

Other Miscellaneous Information:

- Sacramento Bee Article Regarding Telehealth – “Doctors form company to monitor ICU patients remotely”.
- “A Blueprint for Telerehabilitation Guidelines (October 2010)” by the American Telemedicine Association.
- Telemedicine General Services Guidelines.
- Business and Professions Code Section 2028.5 (Medical Practice Act).
- Medical Board of California 2010 and 2011 Annual Reports to Legislature titled “Development of Diabetes Self-Management Education Program via Telemedicine for Patients in Rural, Underserved Communities in California”.

Date: October 4, 2012

To: CBOT Members

From: 
Heather Martin

Subject: Executive Officer Report – October 2012 Board Meeting

Attached to this report are the following:

1. Revenue and Expenditure reports through August 31, 2012;
2. Fund condition;
3. Performance Measurements for the period April 1 – June 30, 2012;
4. Letter sent to occupational therapists regarding compliance with CCR Section 4181(e).

Budget

Our budget for fiscal year (FY) 2012/13 is \$1.389M and our projected revenue is \$1.025M. (See *attachment 1*) Through August 31, 2012, we have spent slightly over \$279K, or approximately 20% of our budget; the Board has earned approximately \$215K, or nearly 21% of our projected annual revenue.

Also, attached is a fund condition through FY 2016/17. (See *attachment 2*) The fund condition shows key items: (1) repayment of \$640K general fund (GF) loan in FY 2012/13, the current FY; (2) repayment of \$2M GF loan in FY 2013/14; and increase of fees effective July 1, 2014, or, in FY 2014/15.

Last year (FY 2011/12) we overspent our enforcement-related budget items, including AG, Office of Administrative Hearings, expert/consultant fees, and court reporter costs, by slightly more than \$70K. (2011/12 enforcement budget: \$207,464; total expenditures \$277,727).

We redirected funds from salary savings (unfilled positions) to cover the enforcement expenditures; however, we won't have those funds available this year. Should there be insufficient funds to cover the enforcement expenditures this year, we will prepare a deficiency request asking the Department of Finance (DOF) to augment our budget to cover the AG and OAH line items.

Performance Measurements.

The Performance Measurements for the period April 1 – June 30, 2012 are attached. (See *attachment 3*)

The performance measurements for the quarter ending September 30th are not yet available but will be provided at the next meeting.

Letter sent to occupational therapists regarding compliance with CCR Section 4181(e).

On or about October 18, a letter will be sent to all occupational therapists with an active or inactive license, reminding and/or advising them that CCR Section 4181(e) applies to them if they are working in a supervisory capacity. The letter will be sent to more than 10,600 OTs; letters will not be sent to OTs whose license is delinquent or have a foreign address of record. (See attachment 4)

Section 4181(e) states: *the occupational therapist shall determine that the occupational therapy practitioner possesses a current license, certificate or permit to practice occupational therapy prior to allowing the person to provide occupational therapy services.*

We continue to have OTs and OTAs practicing without a license and those practicing on an expired license. We're hoping with this reminder that OTs will take this responsibility more seriously, rather than them continuing to rely on the licensees under their supervision to take responsibility and "do the right thing."

Staff

The Board currently has 10 permanent staff, and one limited term position filled; the 2.5 limited term CPEI positions have been left unfilled for budget reasons; funding expires September 30, 2012. All permanent positions are filled. Due to revenue concerns, we are unable to request additional staff, despite the fact that workload supports the need for additional staff.

BreZE Project:

The BreZE project is a bit behind schedule; our May 2013 deployment remains unchanged.

On-line Benefits to Licensees:

- Apply for or renew license
- Pay with a major credit card in a secure environment
- Track the status of an application or licensing request
- Submit address changes
- Obtain proof of renewal status

On-line Benefits to Consumers:

- Real-time licensee information
- File a complaint
- Track the status of a complaint

Benefits to Staff:

- Integrated system for both licensing and enforcement
- Establishes a 'record' from applicant to licensee
- Automated fill-in-the-blank template letters (30+)

Miscellaneous reading material relating to telehealth/telemedicine follow.

DEPARTMENT OF CONSUMER AFFAIRS

BUDGET REPORT

AS OF 8/31/2012

FM 02

CA BD OF OCCUPATIONAL THERAPY

DESCRIPTION

BUDGET

CURR. MONTH

YR-TO-DATE

ENCUMBRANCE

ENCUMBRANCE

BALANCE

PCNT
REMAIN

PERSONAL SERVICES

SALARIES AND WAGES

003 00	CIVIL SERVICE-PERM	381,651	19,670	47,903	0	47,903	333,748	
033 04	TEMP HELP (907)	4,000	9,283	12,335	0	12,335	(8,335)	
063 00	STATUTORY-EXEMPT	74,188	6,182	12,363	0	12,363	61,825	
063 01	BD/COMMSN (901,920)	20,000	0	0	0	0	20,000	
TOTAL	SALARIES AND WAGES	479,839	35,135	72,601	0	72,601	407,238	84.87%

STAFF BENEFITS

103 00	OASDI	36,702	2,037	4,297	0	4,297	32,405	
104 00	DENTAL INSURANCE	206	213	426	0	426	(220)	
105 00	HEALTHWELFARE INS	96,020	3,271	6,543	0	6,543	89,477	
106 01	RETIREMENT	73,665	6,456	13,622	0	13,622	60,043	
125 00	WORKERS' COMPENSAT	11,374	0	0	0	0	11,374	
125 15	SCIF ALLOCATION CO	0	511	609	0	609	(609)	
134 00	OTHER-STAFF BENEFI	0	1,791	3,703	0	3,703	(3,703)	
135 00	LIFE INSURANCE	0	7	14	0	14	(14)	
136 00	VISION CARE	44	69	147	0	147	(103)	
137 00	MEDICARE TAXATION	281	493	1,021	0	1,021	(740)	
TOTAL	STAFF BENEFITS	218,292	14,848	30,381	0	30,381	187,911	86.08%

TOTAL PERSONAL SERVICES

698,131 49,983 102,982 0 102,982 595,149 85.25%

OPERATING EXPENSES & EQUIPMENT

FINGERPRINTS

213 04	FINGERPRINT REPORT	22,000	1,274	1,274	0	1,274	20,726	
TOTAL	FINGERPRINTS	22,000	1,274	1,274	0	1,274	20,726	94.21%

GENERAL EXPENSE

201 00	GENERAL EXPENSE	4,870	0	0	0	0	4,870	
TOTAL	GENERAL EXPENSE	4,870	0	0	0	0	4,870	100.00%

PRINTING

241 00	PRINTING	8,591	0	0	0	0	8,591	
244 00	OFFICE COPIER EXP	0	0	0	0	0	(185)	
TOTAL	PRINTING	8,591	0	0	0	0	8,407	97.85%

COMMUNICATIONS

2	COMMUNICATIONS	6,201	0	0	0	0	6,201	
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DEPARTMENT OF CONSUMER AFFAIRS
 BUDGET REPORT
 AS OF 8/31/2012

FM 02

CA BD OF OCCUPATIONAL THERAPY

DESCRIPTION	BUDGET	CURR. MONTH	YR-TO-DATE	ENCUMBRANCE	YTD +		BALANCE	PCNT REMAIN
					ENCUMBRANCE	ENCUMBRANCE		
252 00 CELL PHONES, PDA, PA	0	88	88	0	0	88	(88)	
257 01 TELEPHONE EXCHANGE	0	3	7	0	0	7	(7)	
TOTAL COMMUNICATIONS	6,201	91	94	0	0	94	6,107	98.48%
POSTAGE	16,812	0	0	0	0	0	16,812	
264 00 POSTAGE	0	31	31	0	0	31	(31)	
262 00 STAMPS, STAMP ENVE	0	1,527	1,527	0	0	1,527	(1,527)	
263 05 DCA POSTAGE ALLO	0	1,368	1,368	0	0	1,368	(1,368)	
263 06 EDD POSTAGE ALLO	0	2,927	2,927	0	0	2,927	13,885	82.59%
TOTAL POSTAGE	16,812	2,927	2,927	0	0	2,927	13,885	82.59%
TRAVEL: IN-STATE	16,250	0	0	0	0	0	16,250	
291 00 TRAVEL: IN-STATE	0	327	327	0	0	327	(327)	
294 00 COMMERCIAL AIRR/S	0	327	327	0	0	327	15,923	97.99%
TOTAL TRAVEL: IN-STATE	16,250	327	327	0	0	327	15,923	97.99%
TRAINING	5,845	0	0	0	0	0	5,845	
331 00 TRAINING	0	0	0	0	0	0	5,845	100.00%
TOTAL TRAINING	5,845	0	0	0	0	0	5,845	100.00%
FACILITIES OPERATIONS	50,942	0	0	0	0	0	50,942	
341 00 FACILITIES OPERATI	0	4,454	8,907	44,537	53,444	53,444	(53,444)	
343 00 RENT-BLDG/GRND/(NON	0	4,454	8,907	44,537	53,444	53,444	(2,502)	-4.91%
TOTAL FACILITIES OPERATIONS	50,942	4,454	8,907	44,537	53,444	53,444	(2,502)	-4.91%
C/P SVS - EXTERNAL	7,000	0	0	0	0	0	7,000	
402 00 CONSULT/PROF SERV-	0	0	0	7,000	7,000	7,000	(7,000)	
404 05 C&P EXT ADMIN CR C	0	0	0	7,000	7,000	7,000	0	0.00%
TOTAL C/P SVS - EXTERNAL	7,000	0	0	7,000	7,000	7,000	0	0.00%
DEPARTMENTAL SERVICES	110,566	27,639	27,639	0	0	27,639	82,917	
424 03 OIS PRO RATA	86,298	21,575	21,575	0	0	21,575	64,723	
427 00 INDIRECT DISTRB CO	1105	0	0	0	0	0	1105	
427 01 INTERAGENCY SERVS	3464	866	866	0	0	866	2,598	
427 30 DOI - PRO RATA	4,835	1,209	1,209	0	0	1,209	3,626	
427 34 PUBLIC AFFAIRS PRO	6,269	1,567	1,567	0	0	1,567	4,702	
427 35 CCED PRO RATA	211,527	52,856	52,856	0	0	52,856	158,671	75.01%
TOTAL DEPARTMENTAL SERVICES	211,527	52,856	52,856	0	0	52,856	158,671	75.01%
DATA PROCESSING	4,173	0	0	0	0	0	4,173	
4. INFORMATION TECHNO	4,173	0	0	0	0	0	4,173	

CSTARQ24 11 (DEST: A1 CAL2) PM,C,6,5,2,0, '6212, 2 (AGYSRC) 0 (NOFUND) FUND (ALL) GL(6212)
 FISCAL MONTH: 02 AUGUST 6 (INDEX) 5 (PCA) DEPT OF CONSUMER AFFAIRS - REGULATORY BOARDS
 RECEIPTS BY ORGANIZATION AND SOURCE
 AS OF 08/31/12

ENY: 12
 SECTION: 11 FFY: 12
 SUB-SECTION: 00 CA BD OF OCCUPATIONAL THERAPY
 UNIT: 00
 SUB-UNIT: 00
 SUB-SUB-UNIT: 00
 INDEX: 1475 CA BD OF OCCUPATIONAL THERAPY
 PROGRAM
 PG EL CMP TSK PCA DESCRIPTION

REF	SOURCE	ASRC	DESCRIPTION	PLANNED RECEIPTS	A C T U A L R E C E I P T S CURRENT MONTH	YEAR-TO-DATE	BALANCE
67	00	000	73017 REIMB - CA BD OF OCCUPATIONAL THERAPY	22,000.00	1,029.00	2,401.00	19,599.00
001	991937	01	FINGERPRINT REPORTS	0.00	1,420.00	2,135.00	2,135.00-
001	991937	02	EXTERNAL/PRIVATE/GRANT				
*TOTAL SOURCE 991937				22,000.00	2,449.00	4,536.00	17,464.00
001	995988	01	UNSCHED-INVESTIGATIVE COST RECOVER	0.00	98.00	98.00	98.00-
*TOTAL SOURCE 995988				0.00	98.00	98.00	98.00-
*TOTAL PROG 67				22,000.00	2,547.00	4,634.00	17,366.00
*TOTAL REFERENCE 001				22,000.00	2,547.00	4,634.00	17,366.00
67	00	000	83017 REVENUE CA BD OF OCCUPATIONAL THERAPY	0.00	165.00	360.00	360.00-
980	125600	CU	OTA DUP LIC FEE-\$15.00	0.00	45.00	120.00	120.00-
980	125600	CV	OTA DUP CERT FEES-\$15.00	0.00	0.00	0.00	42,000.00
980	125600	00	OTHER REGULATORY FEES	42,000.00	0.00	0.00	4,712.72-
980	125600	18	CITATION & FINE FEE COLLECTED-VAR	0.00	2,672.91	4,712.72	36,807.28
*TOTAL SOURCE 125600				42,000.00	2,882.91	5,192.72	
980	125700	OC	OT INITIAL LIC FEE-\$VAR	0.00	10,839.00	18,082.00	18,082.00-
980	125700	OD	OTA INITIAL CERT FEE-\$VAR	0.00	2,411.00	3,882.00	3,882.00-
980	125700	OE	OT LIMITED PERMIT-\$75.00	0.00	375.00	825.00	825.00-
980	125700	OJ	OTA LIMITED PERMIT \$75.00	0.00	225.00	600.00	600.00-
980	125700	00	OTHER REGULATORY LICENSES AND PER	131,000.00	0.00	0.00	131,000.00
980	125700	90	OVER/SHORT FEES	0.00	28.00	70.00	70.00-
980	125700	92	PRIOR YEAR REVENUE ADJUSTMENT	0.00	0.00	68.00	68.00
*TOTAL SOURCE 125700				131,000.00	13,878.00	23,391.00	107,609.00
980	125800	BP	OT INACTIVE RENEWAL LIC FEE-\$25.0	0.00	825.00	2,000.00	2,000.00-

CSTARQ24 11 (DEST: A1 CAL2) PM,C,6,5,2,0,6212,2 (AGYSRC) 0 (NOFUND) FUND (ALL) GL(6212)
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					YEAR-TO-DATE	
980	125800	BQ	OTA INACTIVE RENEWAL CERT FEE-\$25	0.00	375.00	375.00-
980	125800	C1	AUTOMATED REVENUE REFUND CLAIM	0.00	485.00	485.00-
980	125800	00	RENEWAL FEES	789,000.00	0.00	789,000.00
980	125800	2W	BIENNIAL RENEWAL-OT \$150	0.00	149,850.00	149,850.00-
980	125800	2X	BIENNIAL RENEWAL-OTA \$150	0.00	23,725.00	23,725.00-
*TOTAL	SOURCE	125800		789,000.00	176,435.00	612,565.00
980	125900	TM	DELINQ BIENNIAL-OT \$75	0.00	2,325.00	2,325.00-
980	125900	TN	DELINQ BIENNIAL-OTA \$75	0.00	300.00	300.00-
980	125900	00	DELINQUENT FEES	17,000.00	0.00	17,000.00
*TOTAL	SOURCE	125900		17,000.00	2,625.00	14,375.00
980	142500	00	MISCELLANEOUS SERVICES TO THE PUB	8,000.00	0.00	8,000.00
980	142500	90	MISC. SER TO PUBLIC - GENERAL	0.00	1,200.00	1,200.00-
*TOTAL	SOURCE	142500		8,000.00	1,200.00	6,800.00
980	150300	00	INCOME FROM SURPLUS MONEY INVESTM	1,000.00	0.00	1,000.00
*TOTAL	SOURCE	150300		1,000.00	0.00	1,000.00
980	161000	00	ESCHEAT OF UNCLAIMED CHECKS, WARRA	1,000.00	0.00	1,000.00
980	161000	02	REVENUE CANCELLED WARRANTS	0.00	88.00	88.00-
*TOTAL	SOURCE	161000		1,000.00	88.00	912.00
980	161400	91	DISHONORED CHECK FEE-VAR	0.00	25.00	25.00-
*TOTAL	SOURCE	161400		0.00	25.00	25.00-

CSTARQ24 11 (DEST: A1 CAL2) PM,C,6,5,2,0, '6212, 2 (AGYSRC) 0 (NOFUND) FUND (ALL) GL(6212)
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PROGRAM
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REF	SOURCE	ASRC	DESCRIPTION	PLANNED RECEIPTS	A C T U A L R E C E I P T S CURRENT MONTH	YEAR-TO-DATE	BALANCE
980	164300	00	PENALTY ASSESSMENTS	14,000.00	0.00	14,000.00	14,000.00
980	164300	99	PENALTY ASSESSMENTS	0.00	468.00	1,841.10	1,841.10
*TOTAL SOURCE 164300				14,000.00	468.00	1,841.10	12,158.90
*TOTAL PROG 67				1,003,000.00	85,746.91	210,797.82	792,202.18
*TOTAL REFERENCE 980				1,003,000.00	85,746.91	210,797.82	792,202.18
*TOTAL INDEX 1475				1,025,000.00	88,293.91	215,431.82	809,568.18
*TOTAL SEC 11				1,025,000.00	88,293.91	215,431.82	809,568.18

3017 - Board of Occupational Therapy
Analysis of Fund Condition
(Dollars in Thousands)

Prepared 9/21/12

	ACTUAL 2009-03	ACTUAL 2009-04	ACTUAL 2004-05	ACTUAL 2005-06	ACTUAL 2006-07	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	ACTUAL 2011-12	CY 2012-13	Governor's Budget								
												BY 2013-14	BY+1 2014-15	BY+2 2015-16	BY+3 2016-17					
2013 Budget Act w/ Fee Increase w/ loan repay																				
BEGINNING BALANCE	\$ 369	\$ 723	\$ 617	\$ 1,337	\$ 2,183	\$ 2,833	\$ 3,134	\$ 3,150	\$ 1,029	\$ 893	\$ 608	\$ 926	\$ 2,663	\$ 2,667	\$ 2,663	\$ 2,653				
Prior Year Adjustment	\$ 1	\$ 7	\$ 3	\$ -2	\$ 29	\$ 2	\$ 1	\$ 15	\$ -1	\$ 6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Adjusted Beginning Balance	\$ 370	\$ 730	\$ 620	\$ 1,335	\$ 2,212	\$ 2,835	\$ 3,135	\$ 3,135	\$ 1,028	\$ 899	\$ 608	\$ 926	\$ 2,663	\$ 2,667	\$ 2,663	\$ 2,653				

REVENUES AND TRANSFERS

125600 Other regulatory fees	\$ 1	\$ 1	\$ 1	\$ 1	\$ 10	\$ 19	\$ 18	\$ 19	\$ 42	\$ 22	\$ 25	\$ 26	\$ 26	\$ 26	\$ 26	\$ 26
125700 Other regulatory licenses and permits	\$ 934	\$ 131	\$ 106	\$ 98	\$ 84	\$ 88	\$ 90	\$ 88	\$ 101	\$ 120	\$ 146	\$ 153	\$ 153	\$ 153	\$ 153	\$ 153
New Application Fee 7/1/2014																
125800 Renewal fees	\$ 287	\$ 1,153	\$ 1,227	\$ 1,266	\$ 1,160	\$ 877	\$ 741	\$ 733	\$ 790	\$ 769	\$ 836	\$ 866	\$ 898	\$ 926	\$ 926	\$ 926
inactive renewal fee increase 7/1/14 \$25 (OT & OTA)																
125900 Delinquent fee increase 7/1/14 \$20 (OT & OTA)		\$ 10	\$ 13	\$ 15	\$ 16	\$ 23	\$ 16	\$ 13	\$ 15	\$ 13	\$ 15	\$ 14	\$ 15	\$ 14	\$ 14	\$ 14
141200 Sales of documents	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
142500 Miscellaneous services to the public	\$ -	\$ 1	\$ 5	\$ 4	\$ 6	\$ 6	\$ 8	\$ 8	\$ 7	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8
150300 Income from surplus money investments	\$ 14	\$ 14	\$ 25	\$ 73	\$ 136	\$ 136	\$ 71	\$ 10	\$ 5	\$ 3	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1
160400 Sale of fixed assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
161000 Escheat of unclaimed checks and warrants	\$ -	\$ -	\$ 1	\$ 1	\$ 1	\$ 1	\$ -	\$ -	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1
161400 Miscellaneous revenues	\$ -	\$ -	\$ -	\$ 12	\$ -	\$ -	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
164300 Penalty Assessments	\$ -	\$ -	\$ 3	\$ -	\$ 5	\$ 7	\$ 17	\$ 13	\$ 12	\$ 21	\$ 14	\$ 14	\$ 14	\$ 14	\$ 14	\$ 14
Totals, Revenues	\$ 1,236	\$ 1,310	\$ 1,381	\$ 1,470	\$ 1,418	\$ 1,157	\$ 962	\$ 884	\$ 973	\$ 978	\$ 1,046	\$ 1,083	\$ 1,287	\$ 1,315	\$ 1,315	\$ 1,315

Transfers from Other Funds

F00001 GF loan per item 1475-011-3017 BA of 2003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
F00002 GF loan per BA of 2009 (repay)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ -	\$ -640	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T00001 GF loan per 1475-011-3017 BA of 2003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T00002 GF loan per BA of 2009	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T00001 GF loan repayment per Ch 697/00	\$ -459	\$ -241	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals, Revenues and Transfers	\$ 777	\$ 429	\$ 1,381	\$ 1,470	\$ 1,418	\$ 1,157	\$ 962	\$ -1,116	\$ 973	\$ 978	\$ 1,666	\$ 3,083	\$ 1,287	\$ 1,315	\$ 1,315	\$ 1,315

EXPENDITURES

Disbursements:																				
8860 FSCU (State Operations)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ 1	\$ -	\$ -	\$ 2	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -				
0840 SCO (State Operations)	\$ 424	\$ 542	\$ 664	\$ 622	\$ 797	\$ 857	\$ 946	\$ 990	\$ 1,110	\$ 1,267	\$ 1,367	\$ 1,277	\$ 1,303	\$ 1,329	\$ 1,356	\$ 1,356				
1110 Program Expenditures (State Operations)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
FY 2013-14 BreEZe	\$ 424	\$ 542	\$ 664	\$ 622	\$ 797	\$ 858	\$ 947	\$ 990	\$ 1,110	\$ 1,269	\$ 1,368	\$ 1,326	\$ 1,303	\$ 1,329	\$ 1,356	\$ 1,356				

FUND BALANCE

Reserve for economic uncertainties	\$ 723	\$ 617	\$ 1,337	\$ 2,183	\$ 2,833	\$ 3,134	\$ 3,150	\$ 1,029	\$ 891	\$ 608	\$ 926	\$ 2,663	\$ 2,667	\$ 2,663	\$ 2,653	\$ 2,653
Months in Reserve	16.0	11.2	25.8	32.9	39.6	39.7	36.2	11.1	8.4	5.3	8.4	24.7	24.1	23.5	22.7	22.7

NOTES:
A ASSUMES WORKLOAD AND REVENUE PROJECTIONS ARE REALIZED FOR 2009-10 AND ON-GOING.
B ASSUMES APPROPRIATION GROWTH OF 2% PER YEAR.

Performance Measures

Q4 Report (April - June 2012)

To ensure stakeholders can review the Board's progress toward meeting its enforcement goals and targets, we have developed a transparent system of performance measurement. These measures will be posted publicly on a quarterly basis.

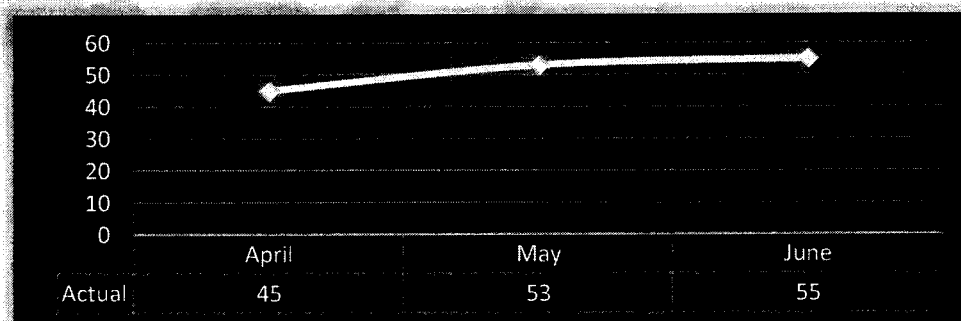
Volume

Number of complaints and convictions received.

Q4 Total: 153

Complaints: 123 Convictions: 30

Q4 Monthly Average: 51

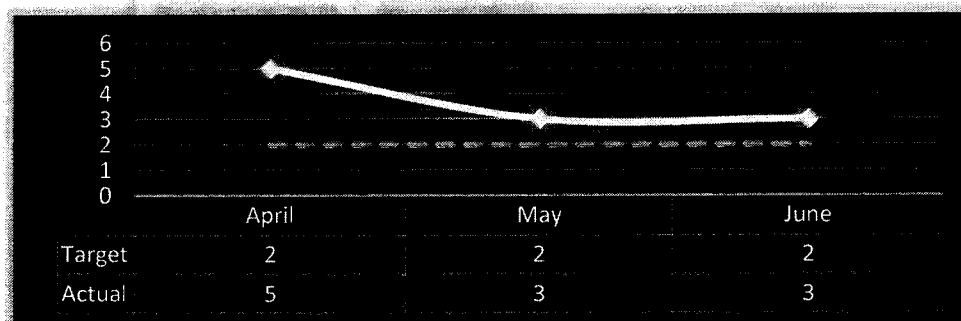


Intake

Average cycle time from complaint receipt, to the date the complaint was assigned to an investigator.

Target: 2 Days

Q4 Average: 4 Days

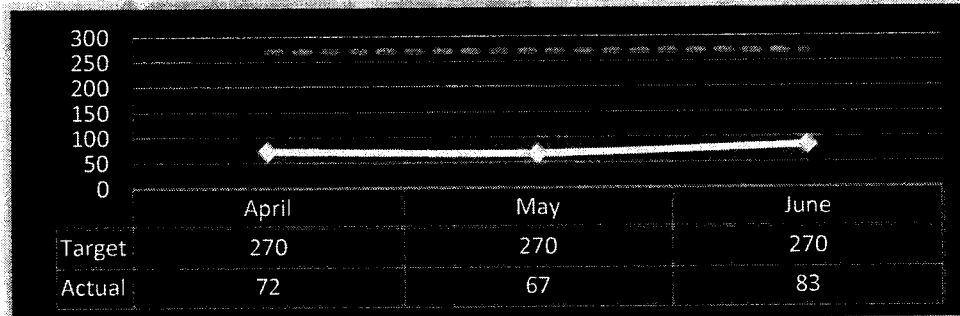


Intake & Investigation

Average cycle time from complaint receipt to closure of the investigation process. Does not include cases sent to the Attorney General or other forms of formal discipline.

Target: 270 Days

Q4 Average: 74 Days

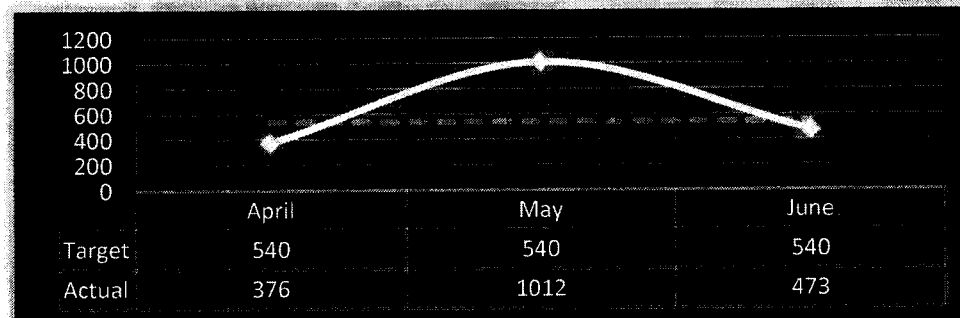


Formal Discipline

Average number of days to complete the entire enforcement process for cases resulting in formal discipline. (Includes intake and investigation by the Board, and prosecution by the AG)

Target: 540 Days

Q4 Average: 559 Days

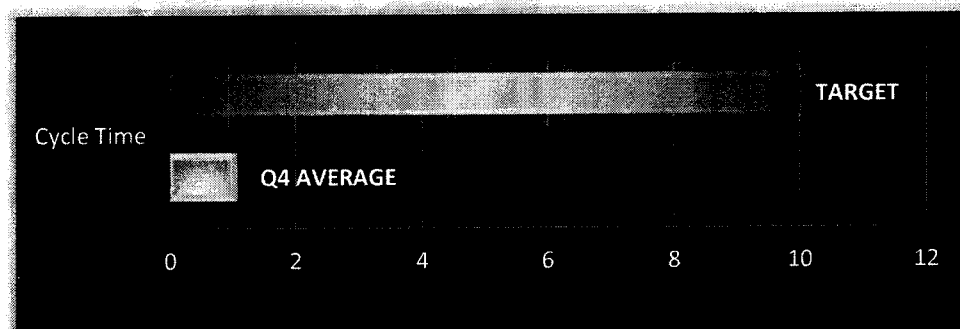


Probation Intake

Average number of days from monitor assignment, to the date the monitor makes first contact with the probationer.

Target: 10 Days

Q4 Average: 1 Days

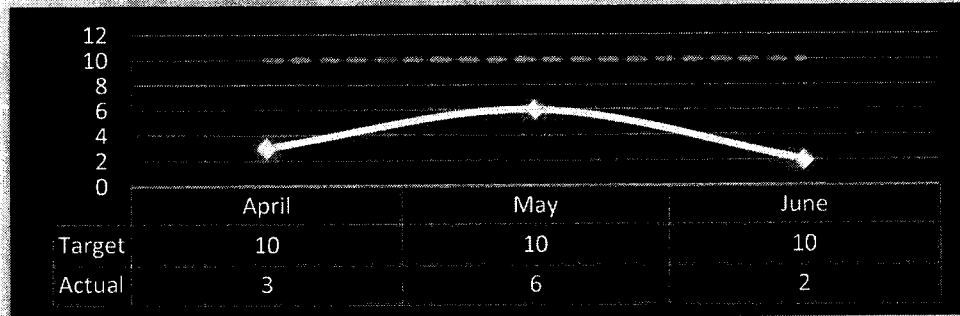


Probation Violation Response

Average number of days from the date a violation of probation is reported, to the date the assigned monitor initiates appropriate action.

Target: 10 Days

Q4 Average: 4 Days





October 15, 2012

To all occupational therapists:

If you are a supervisor, it is your responsibility to ensure that individuals you supervise hold the appropriate credentials before they are allowed to provide services. The Board has been informed that some practitioners are not familiar with this regulation, although it has been in place for several years.

Effective April 3, 2009, Title 16, California Code of Regulations section 4181 was amended as follows:

"The supervising occupational therapist shall determine that the occupational therapy practitioner possesses a current license, certificate or permit to practice occupational therapy prior to allowing the person to provide occupational therapy services."

You can verify the license of an occupational therapist or occupational therapy assistant on the Board's Web site, www.bot.ca.gov. Limited Permits cannot be verified online at this time. You must call the Board office to verify LPs.

You should also be aware that the Board shares information on substantiated complaints of unlicensed practice or practice on an expired license that result in disciplinary action with several state departments including Aging, Developmental Services, Education, Healthcare Services, Public Health, and Social Services. The Board also reports disciplinary action to the Healthcare Integrity Practitioner Data Bank, the National Practitioner Data Bank, the National Board for Certification in Occupational Therapy, and the American Occupational Therapy Association.

For more information regarding current and proposed regulations relating to the practice of occupational therapy, visit the Board's Web site at www.bot.ca.gov, or call the Board at 916.263.2294.

Sincerely,

Heather Martin
Executive Officer