

STATE OF CALIFORNIA
Budget Change Proposal - Cover Sheet
 DF-46 (REV 08/15)

Fiscal Year 16-17	Business Unit 1110 1111	Department Consumer Affairs	Priority No. 1
Budget Request Name 1111-018-BCP-BR-2016-GB		Program 1205 - NATUROPATHIC MEDICINE COMMITTEE	Subprogram

Budget Request Description
 Position Authority to extend a limited-term position to permanent

Budget Request Summary

The Naturopathic Medicine Committee (Committee) is requesting a budget augmentation of \$101,000 in FY 17-18 and ongoing to convert a 1.0 Associate Governmental Program Analyst (AGPA) from limited-term (LT) to permanent. This augmentation is vital to maintain the steadily increasing licensee population, increasing renewal workload, and to manage the enforcement program.

The Board was authorized this position in a FY 2014-15 BCP (1110-20) as a 3-year limited-term position. However, due to CalHR policy, a person cannot be placed in a limited-term position for more than two years. Therefore, the Board will be unable to retain the current staff in this position once their two-year limited-term appointment expires. The Board is requesting ongoing position authority in order to maintain its current service level. Since this position was initially authorized as a 3-year limited-term position in FY 2014-15, the Board is not requesting funding for this position until FY 2017-18.

Requires Legislation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Code Section(s) to be Added/Amended/Repealed
---	--

Does this BCP contain information technology (IT) components? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes, departmental Chief Information Officer must sign.</i>	Department CIO	Date
--	----------------	------

For IT requests, specify the date a Special Project Report (SPR) or Feasibility Study Report (FSR) was approved by the Department of Technology, or previously by the Department of Finance.

FSR SPR Project No. Date:

If proposal affects another department, does other department concur with proposal? Yes No
Attach comments of affected department, signed and dated by the department director or designee.

Prepared By <i>[Signature]</i>	Date 8/31/2015	Reviewed By <i>Mark M. Ito</i>	Date 8/31/15
Department Director <i>Tracey Rhine Sr</i>	Date 8-31-15	Agency Secretary <i>[Signature]</i>	Date 9-1-15

Department of Finance Use Only

Additional Review: Capital Outlay ITCU FSCU OSAE CALSTARS Dept. of Technology

Type: Policy Workload Budget per Government Code 13308.05

PPBA	Original signed by Jeff Carosone	Date submitted to the Legislature 1-7-16
------	--	---

BCP Fiscal Detail Sheet

BCP Title: Naturopathic Medicine Committee: Conversion of Limited-Term Position to Permanent

DP Name: 1111-018-BCP-DP-2016-GB

Budget Request Summary

	FY16					
	CY	BY	BY+1	BY+2	BY+3	BY+4
Positions - Permanent	0.0	0.0	1.0	1.0	1.0	1.0
Total Positions	0.0	0.0	1.0	1.0	1.0	1.0
Salaries and Wages						
Earnings - Permanent	0	0	59	59	59	59
Total Salaries and Wages	\$0	\$0	\$59	\$59	\$59	\$59
Total Staff Benefits	0	0	30	30	30	30
Total Personal Services	\$0	\$0	\$89	\$89	\$89	\$89
Operating Expenses and Equipment						
5301 - General Expense	0	0	2	2	2	2
5302 - Printing	0	0	1	1	1	1
5304 - Communications	0	0	1	1	1	1
5306 - Postage	0	0	1	1	1	1
5322 - Training	0	0	1	1	1	1
5324 - Facilities Operation	0	0	5	5	5	5
5344 - Consolidated Data Centers	0	0	1	1	1	1
Total Operating Expenses and Equipment	\$0	\$0	\$12	\$12	\$12	\$12
Total Budget Request	\$0	\$0	\$101	\$101	\$101	\$101

Fund Summary

Fund Source - State Operations						
3069 - Naturopathic Doctors Fund	0	0	101	101	101	101
Total State Operations Expenditures	\$0	\$0	\$101	\$101	\$101	\$101
Total All Funds	\$0	\$0	\$101	\$101	\$101	\$101

Program Summary

Program Funding						
1205 - Naturopathic Medicine Committee	0	0	101	101	101	101
Total All Programs	\$0	\$0	\$101	\$101	\$101	\$101

Analysis of Problem

A. Budget Request Summary

The Naturopathic Medicine Committee (Committee) is requesting a budget augmentation of \$101,000 in FY 17-18 and ongoing to convert a 1.0 Associate Governmental Program Analyst (AGPA) from limited-term (LT) to permanent. This augmentation is vital to maintain the steadily increasing licensee population, increasing renewal workload, and to manage the enforcement program.

The Board was authorized this position in a FY 2014-15 BCP (1110-20) as a 3-year limited-term position. However, due to CalHR policy, a person cannot be placed in a limited-term position for more than two years. Therefore, the Board will be unable to retain the current staff in this position once their two-year limited-term appointment expires. The Board is requesting ongoing position authority in order to maintain its current service level. Since this position was initially authorized as a 3-year limited-term position in FY 2014-15, the Board is not requesting funding for this position until FY 2017-18.

B. Background/History

The Bureau of Naturopathic Medicine was established effective January 1, 2004, under the Naturopathic Doctors Act (Act) [Senate Bill (SB) 903, Statutes of 2003]. Effective October 23, 2009, per the Governor's request for government efficiency, the Bureau became the Naturopathic Medicine Committee under the Osteopathic Medical Board [Assembly Bill (AB) X420, Statutes of 2009]. AB X420 required the newly-formed Committee to fully administer the Naturopathic Doctors Act and fully function as a health care board. The Committee is currently housed within the Osteopathic Medical Board of California.

The Board was authorized a 1.0 AGPA position in a FY 2014-15 BCP (1110-20) as a 3-year limited-term position to address the steadily increasing licensee population, increasing renewal workload, and to manage the enforcement program. Due to CalHR policy, a person cannot be placed in a limited-term position for more than two years. Therefore, the Board will be unable to retain the current staff in this position once their two-year limited-term appointment expires. The Board is requesting ongoing position authority in order to maintain its current service level. Since this position was initially authorized as a 3-year limited-term position in FY 2014-15, the Board is not requesting funding for this position until FY 2017-18.

The profession of Naturopathic Medicine has continued to grow in California, bringing with it a steady flow of licensing and enforcement cases; renewal processing was added in 2007 and continues to grow each year along with the license population. Adding the new administrative functions to the workload of the single employee created a situation where the EO could no longer perform all the required executive, administrative, licensing, and enforcement functions timely. As a result, there were at the time of the previously approved BCP, 74 enforcement cases more than 30 days old that have not been worked and there were approved regulations that must be promulgated, (including CPEI). Further, the 2012 Oversight Report, and future Oversight Reports, are the responsibility of the EO. The executive and administrative requirements of the Committee divert time from licensing and enforcement tasks, creating even larger backlogs in enforcement and licensing.

Resource History (Dollars in thousands)

Program Budget	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
Authorized Expenditures	128	141	171	177	314	369
Actual Expenditures	112	103	140	150	302	369
Revenues	204	189	259	250	249	248
Authorized Positions	1.0	1.0	1.0	1.0	2.0	2.0
Filled Positions	1.0	1.0	1.0	1.0	2.0	2.0
Vacancies	0.0	0.0	0.0	0.0	0.0	0.0

Analysis of Problem

Workload History

Workload Measure	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
Applications (Initial License)	54	63	59	68	80	86
Renewals	168	153	238	214	260	278
Enforcement Cases	65	86	62	149	138	152
Faculty Certificates	0	45	50	55	60	63

C. State Level Considerations

This request is consistent with the Committee's mission to protect the public. The Committee cannot fully protect consumers when there is a shortage of personnel to complete licensing and enforcement duties in a timely manner. With the addition of the LT AGPA in July 2014, our timeframe requirements have been met and maintained. It is vital that this position be extended to allow the Committee to continue to license naturopathic doctors in a timely fashion, and effectively enforce the profession.

D. Justification

The approval to change the LT AGPA to a permanent ongoing position would allow the Committee to keep current the backlog of enforcement cases that will likely continue to increase each year as the license populations continues to grow. It will also allow for the timelier licensing of doctors, thus giving Californians easier access to primary health care providers, create jobs, and stimulate the local economy. As one of the accredited naturopathic colleges, Bastyr University, is located in San Diego, California, the increase in licensing of its graduates continue to rise.

If the program loses the LT AGPA position, all of the critical licensing, renewal and enforcement workloads will fall back on the EO and the Committee will be unable to meet its goals set forth in their Strategic Plan as follow:

Goal 1: Ensure that all applicants and licensees are qualified to provide Naturopathic services.

Since receiving the LT AGPA staff in 07/01/2014, the licensing and renewals have been processed in or under the mandatory processing times. Continued Education Units (CEs) are being audited and recorded for all licensees and consumer outreach is now being performed.

Goal 2: Reduce, eliminate, or prevent unlicensed activity and unprofessional conduct that pose a threat to public health, safety, and welfare.

Since hiring of the LT AGPA position, the Committee has reduced the backlog in unworked enforcement case that were backed up from prior years without staffing. Website has been maintained to include more information of the unlicensed activity. Informational letters are being sent to unlicensed naturopaths to inform them on what is and is not allowed without proper licensing, thus creating a decrease in unlicensed violations.

Goal 3: Ensure that statutes, regulations, policies, and procedures strengthen and support the Naturopathic Medicine Committee's operations.

Since the hiring of the LT AGPA, the Committee EO has been able to participate in state or national development of medical or examination standards and collaborate with national health care associations and licensing entities. Disciplinary Guidelines have been developed along with the updating of the Strategic Plan / Action Plan. Statutes and Regulations have been promulgated to further strengthen the Committee's operations.

Goal 4: Enhance organizational effectiveness, and improve the quality of customer service in all programs.

Analysis of Problem

With the addition of the LT AGPA position, the Committee is now able to carry out the laws pertaining to the Naturopathic Doctors Act and the Committee's mission.

Without the approval changing the LT AGPA position to a permanent staff, the above goals cannot be met and there would be potential of a grave threat to consumers.

Since California has a shortage of primary care physicians, and because naturopathic doctors are primary care providers, the sooner the Committee can complete a license application, the better for California citizens. If there is a loss of the LT AGPA position, it will create significant lag times in licensing. This could result in potential Naturopathic doctors being delayed from entering the workforce. Doctors would not be able to set-up their medical practices, rent commercial space, hire staff, sell supplements, order laboratory panels, or treat patients. Delaying the opening of a medical office by one or two months has an effect on the local community both in the areas of health care and economics. If we lose the LT AGPA position, the processing times in both licensing and enforcement will greatly suffer. Not only will the licensing and enforcement suffer, but administrative and legislative workloads currently being performed by the EO will suffer when time is diverted to licensing and enforcement workloads.

E. Outcomes and Accountability

Approval of this proposal would allow the Committee to fully fund all aspects of its program resulting in improved efficiencies in licensing and enforcement. If the Committee receives the funding necessary for the position authorized in FY 2014-15, the Committee will be able to maintain its current service level and meet its mission of protecting the public.

Projected Outcomes

Workload Measure	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Applications (Initial License)	80	65	92	98	104	111
Renewals	260	207	297	318	318	364
Enforcement Cases	138	100	167	184	184	222
Faculty Certificates	55	53	67	71	71	80

F. Analysis of All Feasible Alternatives

Alternative 1: Approve a budget augmentation of \$101,000 in FY 2017-18 and ongoing to convert a 1.0 AGPA from LT to permanent in FY 2017-18 and ongoing.

Pro: Approval of this proposal would allow the Committee to maintain its current service level and meet its mission of protecting the public.

Con: If this proposal is not approved, the Committee will be unable to maintain its current workload, which would result in inefficiencies in licensing and enforcement.

Alternative 2: Approve a budget augmentation of \$50,000 in FY 2017-18 and ongoing for a 0.5 AGPA.

Pro: This alternative would allow the Committee to maintain the position authorized in FY 2014-15, albeit in a half-time capacity.

Con: This alternative is not feasible because the Committee's ongoing workload substantiates the need for a full-time position. The Committee's processing time would increase in licensing and enforcement,

Analysis of Problem

which could result in consumer harm. This would be inconsistent with the Committee's mission of protecting the public.

Alternative 3: Approve position authority for a 1.0 AGPA position with no additional funding.

Pro: Approval of this alternative would allow the Committee to maintain its current service level and meet its mission of protecting the public.

Con: Although this alternative would address the Committee's ongoing workload, this is not a feasible option because the Committee cannot absorb this position within its existing resources.

Alternative 4: Status Quo - The Committee reverts back to having a sole staff as a 1.0 PY EO.

Pro: This alternative would not require additional funding.

Con: The Committee will again fall behind processing new licenses and renewals, increasing the timeframe for doctors to establish their practices in California, to create office staff jobs, and to care for family practice patients. The Committee will also fall behind on enforcement, potentially endangering the public. The certification program will not operate timely so faculty at the new 4-year naturopathic medical school recently established in California cannot teach, creating job loss and preventing the graduation of additional doctors who would be likely to establish new primary care practices in California. This would be inconsistent with the Board's mission of protecting the public.

G. Implementation Plan

Upon approval, the Committee will convert the existing LT AGPA position to permanent allowing for the timely and streamlined enforcement and licensing of the naturopathic medicine profession.

H. Supplemental Information

None

I. Recommendation

Recommendation of Alternative 1 is requested at this time. We respectfully request the establishment authority to change the current Limited Term APGA to a permanent 1.0 AGPA position under the Committee, to be effective July 1, 2017.

CURRENT
FY 2015-16
Authorized Positions: 2.0

Department of Consumer Affairs
NATUROPATHIC MEDICINE COMMITTEE
July 1, 2015
(Current)

Executive Officer (Exempt)

608-200-9688-001

Associate Governmental Program Analyst
Enforcement & Licensing Program Coordinator

608-200-5393-600 (Limited Term)

Rebecca Mitchell, Executive Officer

Classification and Pay Analyst

PROPOSED
FY 2016-17
Authorized Positions: 2.0

Department of Consumer Affairs
NATUROPATHIC MEDICINE COMMITTEE
July 1, 2016
(Proposed)

Executive Officer (Exempt)

608-200-9688-001

Associate Governmental Program Analyst
Enforcement & Licensing Program Coordinator

608-200-5393-xxx (Proposed – Perm FT)

Rebecca Mitchell, Executive Officer

Classification and Pay Analyst

3069 - Naturopathic Medicine Committee

Analysis of Fund Condition

Prepared 8.31.15

(Dollars in Thousands)

	ACTUAL 2014-15	Budget Act		
		CY 2015-16	BY 2016-17	BY + 1 2017-18
2015-16 Budget Act w/ 2014-15 Actuals and Position Authority BCP				
BEGINNING BALANCE	\$ 577	\$ 589	\$ 468	\$ 333
Prior Year Adjustment	\$ -	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 577	\$ 589	\$ 468	\$ 333
REVENUES AND TRANSFERS				
Revenues:				
125600 Other regulatory fees	\$ -	\$ -	\$ -	\$ -
125700 Other regulatory licenses and permits	\$ 90	\$ 70	\$ 70	\$ 70
125800 Renewal fees	\$ 204	\$ 176	\$ 176	\$ 176
125900 Delinquent fees	\$ 2	\$ 2	\$ 2	\$ 2
141200 Sales of documents	\$ -	\$ -		
142500 Miscellaneous services to the public	\$ -	\$ -		
150300 Income from surplus money investments	\$ 2	\$ 1	\$ 1	\$ 1
160400 Sale of fixed assets	\$ -	\$ -		
161000 Escheat of unclaimed checks and warrants	\$ -	\$ -		
161400 Miscellaneous revenues	\$ -	\$ -		
Totals, Revenues	\$ 298	\$ 249	\$ 249	\$ 249
Totals, Revenues and Transfers	\$ 298	\$ 249	\$ 249	\$ 249
Totals, Resources	\$ 875	\$ 838	\$ 717	\$ 582
EXPENDITURES				
Disbursements:				
1110 Program Expenditures (State Operations)	\$ 286	\$ 369	\$ 384	\$ 283
Position Authority BCP	\$ -	\$ -	\$ -	\$ 101
8860 FSCU (State Operations)	\$ -	\$ -	\$ -	\$ -
8880 Financial Information System for CA (State Operations)	\$ -	\$ 1	\$ -	\$ -
Total Disbursements	\$ 286	\$ 370	\$ 384	\$ 384
FUND BALANCE				
Reserve for economic uncertainties	\$ 589	\$ 468	\$ 333	\$ 198
Months in Reserve	19.1	14.6	10.4	8.2