



Memorandum

Date: May 14, 2021
To: CBOT Members

From: Heather Martin, Executive Officer
Subject: Executive Officer Report

a) Operational and budget reports.

There are currently 3.5 vacancies. Recruitments won't begin until completion of a desk audit/workload study and redirection of partial positions to augment existing reduced time-base positions that are filled full-time. Once workload volume/distribution and position allocation substantiated/determined, the recruitment process to fill the positions will begin.

The Board's Probation Monitor is retiring in early July. The request to fill the vacancy is being worked on so that the position can be filled shortly after her separation to minimize

Budget information attachments:

- Fiscal month (FM) 9 revenue (\$2,079,490);
- FM9 expenditures (\$2,037,093);
- Expenditure projections through June 30, 2021, based on FM9;
- Fund Condition through Fiscal Year 2022-23.

b) Licensing and enforcement data and reports.

Data for the period January 1 – March 31, 2021 includes the following:

- Application/Licensing data.
- Pending complaint/enforcement case info.
- Citation data.
- Listing of current probationers.

c) Other informational items.

The Workforce and Economic Development Division (WEDD) within the California Community Colleges Chancellor's Office, began a new monthly webinar series, including two that highlighted apprenticeships. Not all topics are relevant, however, the topic is identified the week prior; currently registered through October 27, 2021.

Staff have begun running licensing and enforcement reports and documenting Board Member attendance in anticipation of the upcoming Sunset Review and preparation of the required report.

Progress is being made on the Strategic Plan Action Plan which will be provided at the next Board meeting.

Staff has been updating processes and procedures, and documenting policies and processes and preparing procedures that have not yet occurred. This documentation will be used to train new staff, serve as a resource to current staff, and support cross training opportunities.

Given that long-term Board management (Board start dates of 2001 and 2005 and hire dates 1988 and 1989, respectively) possess institutional knowledge along with the demographic of Board staff, upcoming retirements are imminent and the risk to the Board's ability to provide services effectively in the future is high. To be proactive, we recently started documenting the Board's first succession plan, including identifying key staff, and will soon begin developing a knowledge transfer plan; these will move forward in tandem.

d) Future agenda items

- Practice Committee's consideration of the following:
 - Suture removal;
 - Review of ACOTE Guidelines and consider reducing advanced practice education and training requirements for students graduating after a certain date (date TBD).
 - Review of education and training requirements for licensees demonstrating competence in advanced practice areas and consideration of reducing education/training hours needed.
 - Recommendation on records retention requirement for an occupational therapy business that closes or is sold or if the practitioner is no longer in private practice.
- OTD ad hoc committee members to consider the internship/clinical experience completed as part of a Doctor of Occupational Therapy (OTD) and the OT Practice Act requirements; discussion regarding multiple examination attempts by new graduates.
- Make appointments to other committees, as appropriate.
- Review/update of Board Member Disciplinary Resource Manual (once DGs are updated).

CA Board of Occupational Therapy

Revenue Report

Fiscal Year: 2020 - 2021

Fiscal Month: 9

Revenue

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Delinquent Fees		\$0	\$4,115	\$28,740	-\$28,740
4121200012	3017 Delinq Ren OT	\$0	\$3,710	\$24,270	-\$24,270
4121200013	3017 Delinq Ren OTA	\$0	\$405	\$4,470	-\$4,470

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Other Regulatory Fees		\$0	\$3,015	\$19,446	-\$19,446
4129200029	3017 Cite & Fine	\$0	\$2,690	\$15,921	-\$15,921
4129200032	3017 Duplicate Lic OT	\$0	\$275	\$2,800	-\$2,800
4129200033	3017 Duplicate Lic OTA	\$0	\$50	\$725	-\$725

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Other Regulatory License and Permits		\$0	\$37,923	\$273,832	-\$273,832
4129400060	3017 Initial Lic OT	\$0	\$21,838	\$163,946	-\$163,946
4129400061	3017 Initial Lic OTA	\$0	\$5,603	\$38,273	-\$38,273
4129400062	3017 Limited Permit OT	\$0	\$0	\$4,100	-\$4,100
4129400063	3017 Limited Permit OTA	\$0	\$100	\$500	-\$500
4129400064	3017 Retired Status OT	\$0	\$400	\$2,100	-\$2,100
4129400065	3017 Retired Status OTA	\$0	\$175	\$725	-\$725
4129400066	3017 App Fee OT	\$0	\$6,850	\$52,116	-\$52,116
4129400067	3017 App Fee OTA	\$0	\$2,850	\$13,650	-\$13,650
4129400522	Refunded Reimbursements	\$0	-\$98	-\$637	\$637
4129400524	Suspended Revenue	\$0	\$205	\$1,029	-\$1,029
4129400525	Prior Year Revenue Adjustment	\$0	\$0	-\$1,970	\$1,970

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Other Revenue		\$0	\$2,976	\$30,770	-\$30,770
4143500006	Misc Serv To Public General	\$0	\$2,835	\$21,980	-\$21,980
4163000000	Investment Income - Surplus Money Investments	\$0	\$0	\$6,999	-\$6,999
4171400000	Unclaimed Checks	\$0	\$0	\$308	-\$308
4171400001	Canceled Warrants Revenue	\$0	\$141	\$1,458	-\$1,458
4172500017	Dishonored Check Fee	\$0	\$0	\$25	-\$25

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Renewal Fees		\$0	\$212,475	\$1,726,702	-\$1,726,702
4127400038	3017 Renewal OT	\$0	\$168,085	\$1,417,678	-\$1,417,678
4127400039	3017 Renewal OTA	\$0	\$39,870	\$264,300	-\$264,300
4127400040	3017 OT Restore Lic To Active	\$0	\$0	\$880	-\$880
4127400041	3017 OTA Restore Lic To Active	\$0	\$0	\$360	-\$360
4127400042	3017 Inactive Ren OT	\$0	\$3,680	\$35,950	-\$35,950
4127400043	3017 Inactive Ren OTA	\$0	\$840	\$7,530	-\$7,530
4127400281	Over/Short Fees Renewals	\$0	\$0	\$4	-\$4
Total Revenue		\$0	\$260,504	\$2,079,490	-\$2,079,490

Reimbursements

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Scheduled Reimbursements		\$0	\$3,234	\$22,246	-\$22,246
4840000001	Fingerprint Reports	\$0	\$3,234	\$22,246	-\$22,246

Fiscal Code	Line Item	Budget	Current Month	YTD	Balance
Unscheduled Reimbursements		\$0	\$582	\$9,474	-\$9,474
4850000009	US Cost Recovery	\$0	\$582	\$9,474	-\$9,474
Total Reimbursements		\$0	\$3,816	\$31,720	-\$31,720

CA Board of Occupational Therapy

FM 9 Expenditures Report

FY 2020-2021

PERSONAL SERVICES

Fiscal Code	Line Item	Budget	Current Month	YTD	Encumber	YTD + Encumber	Balance
5100 PERMANENT POSITIONS		\$961,000	\$67,517	\$613,296	\$0	\$613,296	\$347,704
5100000000	Earnings-Civil Svc	\$879,000	\$59,581	\$542,136	\$0	\$542,136	\$336,864
5105000000	Earnings-Exempt	\$82,000	\$7,936	\$71,160	\$0	\$71,160	\$10,840

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5100 TEMPORARY POSITIONS		\$4,000	\$363	\$4,565	\$0	\$4,565	-\$565
5100150004	Temp Help (907)	\$4,000	\$363	\$4,565	\$0	\$4,565	-\$565

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5105-5108 PER DIEM, OVERTIME		\$20,000	\$182	\$295	\$0	\$295	\$19,705
5105100001	Board Member Per Diem	\$20,000	\$0	\$0	\$0	\$0	\$20,000
5108000000	Overtime	\$0	\$182	\$295	\$0	\$295	-\$295

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5150 STAFF BENEFITS		\$631,000	\$39,942	\$380,561	\$0	\$380,561	\$250,439
5108200000	Flex Elect Contributions	\$0	\$0	\$0	\$0	\$0	\$0
5150150000	Dental Insurance	\$2,000	\$627	\$6,414	\$0	\$6,414	-\$4,414
5150210000	NDI	\$2,000	\$0	\$0	\$0	\$0	\$2,000
5150250000	EAP Fee	\$0	\$20	\$152	\$0	\$152	-\$152
5150350000	Health Insurance	\$232,000	\$10,301	\$99,497	\$0	\$99,497	\$132,503
5150400000	Life Insurance	\$0	\$15	\$134	\$0	\$134	-\$134

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5150450000	Medicare Taxation	\$5,000	\$933	\$8,488	\$0	\$8,488	-\$3,488
5150500000	OASDI	\$72,000	\$3,969	\$36,429	\$0	\$36,429	\$35,571
5150600000	Retirement - General	\$254,000	\$18,706	\$171,464	\$0	\$171,464	\$82,536
5150700000	Unemployment Insurance	\$3,000	\$680	\$1,359	\$0	\$1,359	\$1,641
5150750000	Vision Care	\$1,000	\$99	\$885	\$0	\$885	\$115
5150800000	Workers' Compensation	\$28,000	\$0	\$0	\$0	\$0	\$28,000
5150800004	SCIF	\$0	\$0	\$14,913	\$0	\$14,913	-\$14,913
5150820000	Other Post-Emp Benefits	\$32,000	\$2,145	\$18,709	\$0	\$18,709	\$13,291
5150900000	Staff Benefits - Other	\$0	\$2,447	\$22,118	\$0	\$22,118	-\$22,118
TOTAL PERSONAL SERVICES		\$1,616,000	\$108,003	\$998,717	\$0	\$998,717	\$617,283

OPERATING EXPENSES & EQUIPMENT

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5301 GENERAL EXPENSE		\$65,000	\$4,557	\$18,723	\$1,132	\$19,855	\$45,145
5301100002	OAH	\$0	\$0	\$21	\$0	\$21	-\$21
5301100003	Fingerprint Reports	\$22,000	\$2,646	\$13,867	\$0	\$13,867	\$8,133
5301350000	Freight and Drayage	\$0	\$347	\$625	\$875	\$1,500	-\$1,500
5301400000	Goods - Other	\$43,000	\$0	\$0	\$0	\$0	\$43,000
5301700000	Office Supplies - Misc	\$0	\$1,564	\$3,763	\$257	\$4,020	-\$4,020
5301900000	Subscriptions	\$0	\$0	\$447	\$0	\$447	-\$447

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5302 PRINTING		\$18,000	\$1,108	\$7,237	\$10,680	\$17,917	\$83
5302300000	Office Copiers Maintenance	\$0	\$455	\$885	\$2,403	\$3,288	-\$3,288
5302700000	Pamphlets, Leaflets	\$0	\$653	\$6,216	\$8,277	\$14,493	-\$14,493
5302700001	Copy Center Costs	\$0	\$0	\$136	\$0	\$136	-\$136
5302900000	Printing - Other	\$18,000	\$0	\$0	\$0	\$0	\$18,000

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5304 COMMUNICATIONS		\$20,000	\$1,206	\$6,473	\$0	\$6,473	\$17,017
5304220000	CALNET	\$0	\$20	\$3,557	\$0	\$3,557	-\$67
5304700000	Telephone Services	\$0	\$1,186	\$2,916	\$0	\$2,916	-\$2,916

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5306 POSTAGE		\$17,000	\$59	\$0	\$0	\$5,625	\$12,252
5306100000	Postage - General	\$0	\$125	\$540	\$0	\$540	-\$40
5306200000	Postage & Stamps	\$0	\$62	\$103	\$0	\$103	-\$66
5306300000	Postage - Reg/Cert	\$0	\$0	\$349	\$0	\$349	-\$9
5306600003	DCA Postage Allo	\$0	\$0	\$4,633	\$0	\$4,633	-\$4,633

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5308 INSURANCE		\$0	\$5,836	\$5,866	\$0	\$5,866	-\$5,866
5308900000	Insurance - Other	\$0	\$5,836	\$5,866	\$0	\$5,866	-\$5,866

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
53202-204 IN STATE TRAVEL		\$23,000	\$0	\$0	\$0	\$0	\$23,000
5320490000	Travel - In State - Other	\$23,000	\$0	\$0	\$0	\$0	\$23,000

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5322 TRAINING		\$8,000	\$0	\$0	\$0	\$0	\$8,000
5322400000	Training	\$8,000	\$0	\$0	\$0	\$0	\$8,000

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5324 FACILITIES		\$143,000	\$11,729	\$102,239	\$0	\$102,239	\$40,761
5324100000	Facilities Maintenance Svcs	\$0	\$0	\$1,209	\$0	\$1,209	-\$1,209
5324250000	DGS Planning Fees	\$0	\$851	\$5,284	\$0	\$5,284	-\$5,284
5324300000	Janitorial Services	\$0	\$270	\$270	\$0	\$270	-\$270
5324450000	Rent	\$0	\$10,608	\$95,476	\$0	\$95,476	-\$95,476

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
53402-53403	C/P SERVICES (INTERNAL)	\$198,000	\$22,722	\$134,947	\$0	\$134,947	\$63,053
5340290000	Health and Medical	\$0	\$0	\$91	\$0	\$91	-\$91
5340310000	Attorney General	\$197,000	\$16,839	\$105,736	\$0	\$105,736	\$91,264
5340320000	Office of Admin Hearings	\$1,000	\$5,883	\$29,120	\$0	\$29,120	-\$28,120

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
53404-53405	C/P SERVICES (EXTERNAL)	\$32,000	\$3,690	\$30,784	\$17,738	\$48,522	-\$16,522
5340420003	Subject Matter Experts	\$0	\$356	\$2,941	\$0	\$2,941	-\$2,941
5340420005	Credit Card Service Fee	\$0	\$2,840	\$23,262	\$17,738	\$41,000	-\$41,000
5340540003	Evidence	\$0	\$0	\$895	\$0	\$895	-\$895
5340580001	Court Reporter Servs	\$0	\$494	\$3,686	\$0	\$3,686	-\$3,686

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5342	DEPARTMENT PRORATA	\$846,000	\$0	\$673,500	\$0	\$673,500	\$172,500
5342500050	DOI	\$262,000	\$0	\$222,000	\$0	\$222,000	\$40,000
5342500055	Client Services	\$584,000	\$0	\$451,500	\$0	\$451,500	\$132,500

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5342	DEPARTMENTAL SERVICES	\$0	-\$3	\$446	\$0	\$446	-\$446
5342600000	Dept Services - Other	\$0	-\$3	\$446	\$0	\$446	-\$446

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5344	CONSOLIDATED DATA CENTERS	\$12,000	\$1,284	\$10,195	\$0	\$10,195	\$1,805
5344000000	Consolidated Data Centers	\$12,000	\$1,284	\$10,195	\$0	\$10,195	\$1,805

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5346	INFORMATION TECHNOLOGY	\$4,000	\$0	\$1,052	\$0	\$1,543	\$2,862
5346320000	IT Hardware	\$0	\$0	\$1,028	\$167	\$1,195	-\$789
5346340000	IT Software Maint	\$0	\$0	\$19	\$308	\$328	-\$328
5346800000	E-Waste Recycle Fees	\$0	\$0	\$5	\$16	\$21	-\$21

Fiscal Code	Line Item	Budget	Current	YTD	Encumber	YTD + Enc	Balance
5362-5368 EQUIPMENT		\$28,000	\$0	\$6,370	\$5,262	\$11,247	\$16,753
5368015000	Communications Equipment	\$0	\$0	\$185	\$0	\$185	-\$85
5368025000	Computer Equipment	\$0	\$0	\$5,418	\$3,812	\$9,230	-\$9,230
5368095000	Miscellaneous Equipment	\$0	\$0	\$140	\$776	\$916	-\$916
5368930000	Software	\$0	\$0	\$627	\$289	\$916	-\$590
OPERATING EXPENSES & EQUIPMENT		\$1,414,000	\$52,189	\$981,447	\$34,811	\$1,038,376	\$375,624
TOTAL EXPENDITURES		\$3,030,000	\$145,626	\$1,980,164	\$35,302	\$2,037,093	\$992,907

CA BOARD OCCUPATIONAL THERAPY

Based on 5/7 Activity Log

FY 2020-21 EXPENDITURES PROJECTION

(Based on FM 9)

DESCRIPTION	FY 2018-19	FY 2019-20	FY 2020-21				
	Actual EXPEND FM 13	Actual EXPEND FM 13	CY REVISED BUDGET	CY EXPEND FM 9	PERCENT SPENT	PROJECT YEAR END	UNENCUMB BALANCE
PERSONNEL SERVICES							
Salary & Wages (Staff)	650,824	672,803	879,000	542,136	62%	724,998	154,002
Statutory Exempt (EO)	98,040	96,784	82,000	71,160	87%	94,188	(12,188)
Temp Help Reg (907)	13,513	29,733	4,000	4,565	114%	6,848	(2,848)
Board Member Per Diem	7,900	7,600	20,000	2,700	14%	7,900	12,100
Overtime	3,657	10,721	0	295	0%	2,000	(2,000)
Staff Benefits	450,411	473,434	631,000	380,561	60%	519,083	111,917
TOTALS, PERSONNEL SVC	1,224,345	1,291,075	1,616,000	1,001,417	62%	1,355,017	260,983
OPERATING EXPENSE AND EQUIPMENT							
General Expense	11,665	19,214	43,000	5,988	14%	8,982	34,018
Fingerprint Reports	27,312	23,801	22,000	13,888	63%	18,500	3,500
Printing	13,270	17,282	18,000	17,917	100%	17,917	83
Communication	2,413	2,985	20,000	6,473	32%	7,973	12,027
Postage	11,313	515	17,000	4,748	28%	5,400	11,600
Insurance	5,294	33	0	5,866	0%	5,866	(5,866)
Travel In State	19,639	29,404	23,000	0	0%	1,000	22,000
Travel, Out-of-State	1,073	0	0	0	0%	0	0
Training	250	2,112	8,000	0	0%	1,500	6,500
Facilities Operations	89,432	114,001	143,000	102,239	71%	140,000	3,000

DESCRIPTION	FY 2018-19	FY 2019-20	FY 2020-21				
	Actual EXPEND FM 13	Actual EXPEND FM 13	CY REVISED BUDGET	CY EXPEND FM 9	PERCENT SPENT	PROJECT YEAR END	UNENCUMB BALANCE
ARF	75,000	0	0	0	0%	0	0
C & P Services - Interdept.	64	68	0	91	0%	91	(91)
C & P Services - External	33,204	44,255	32,000	43,941	137%	43,941	(13,255)
DEPARTMENTAL SERVICES (Pro Rata):							
Interagency Services	140	696	0	446	0%	1,000	(1,000)
Department Pro Rata	532,780	509,435	584,000	451,500	77%	584,000	0
Division of Investigation	6,740	55,684	262,000	222,000	85%	262,000	0
INTERAGENCY SERVICES:							
Consolidated Data Center (OTECH)	3	6,337	12,000	10,195	85%	13,593	(1,593)
Information Technology	1,253	3,410	4,000	1,543	39%	2,100	1,900
ENFORCEMENT:							
Attorney General	188,071	167,973	197,000	105,763	54%	143,000	54,000
Office Admin. Hearings	44,020	40,825	1,000	29,120	2912%	33,000	(32,000)
Evidence/Witness Fees	7,868	6,854	0	3,836	0%	6,854	(6,854)
Court Reporters	6,419	4,214	0	3,686	0%	4,200	(4,200)
Equipment	6,420	34,916	28,000	11,247	40%	16,000	12,000
TOTALS, OE&E	1,083,643	1,084,014	1,414,000	1,040,487	74%	1,316,917	95,769
TOTAL EXPENSE	2,307,988	2,375,089	3,030,000	2,041,904	67%	2,671,934	356,752
Sched. Reimb. - Fingerprints	(32,042)	(32,796)	(22,000)	(22,246)		(22,000)	0
Sched. Reimb. - External/Private	(2,350)	0	0	0		0	0
Unsched. Reimb. - Investigation Cost	(8,542)	(18,588)	0	(9,474)		0	0
NET APPROPRIATION	2,265,054	2,323,705	3,008,000	2,010,184	67%	2,649,934	356,752
SURPLUS:							11.9%

CA Board of Occupational Therapy

(Dollars in Thousands) 2021-22 Governor's Budget with CY FM 9 Projections

	Actual 2019-20	CY 2020-21	BY 2021-22	BY+1 2022-23
BEGINNING BALANCE	\$2,203	\$1,850	\$1,788	\$947
Prior Year Adjustment	-\$106	\$0	\$0	\$0
Adjusted Beginning Balance	\$2,097	\$1,850	\$1,788	\$947
REVENUES, TRANSFERS AND OTHER ADJUSTMENTS				
Revenues				
4121200 - Delinquent fees	\$37	\$28	\$48	\$48
4127400 - Renewal fees	\$1,774	\$1,727	\$2,200	\$2,500
4129200 - Other regulatory fees	\$53	\$19	\$24	\$28
4129400 - Other regulatory licenses and permits	\$349	\$274	\$375	\$385
4143500 - Miscellaneous services to the public	\$33	\$22	\$25	\$25
4163000 - Income from surplus money investments	\$47	\$7	\$5	\$2
4171400 - Escheat of unclaimed checks and warrants	\$1	\$1	\$2	\$2
4172500 - Miscellaneous revenues	\$0	\$0	\$2	\$2
4173500 - Settlements and Judgments - Other	\$0	\$0	\$0	\$0
		\$2,079		
Totals, Revenues	\$2,294	\$2,771	\$2,681	\$2,992
General Fund Transfers and Other Adjustments	\$0	\$0	\$0	\$0
TOTALS, REVENUES, TRANSFERS AND OTHER ADJUSTMENTS	\$2,294	\$2,771	\$2,681	\$2,992
TOTAL RESOURCES	\$4,391	\$4,621	\$4,469	\$3,939

Continued on other side

EXPENDITURES AND EXPENDITURE ADJUSTMENTS

	Actual 2019-20	CY 2020-21	BY 2021-22	BY+1 2022-23
Expenditures:				
1111 Program Expenditures (State Operations)	\$2,314	\$2,672	\$3,317	\$3,417
<i>Estimated vacation payout due to retirement</i>			\$8	\$15
9892 Supplemental Pension Payments (State Operations)	\$42	\$42	\$42	\$42
9900 Statewide Pro Rata	\$185	\$119	\$155	\$155
TOTALS, EXPENDITURES AND EXPENDITURE ADJUSTMENTS	\$2,541	\$2,833	\$3,522	\$3,629
FUND BALANCE				
Reserve for economic uncertainties	\$1,850	\$1,788	\$947	\$310
Months in Reserve	7.8	6.1	3.1	1.0

NOTES:

Assumes workload and revenue projections are realized in BY +1 and ongoing.

Expenditure growth projected at 3% beginning BY +1.

CY revenue and expenditures are SL projections based on FM9.

**CA Board of Occupational Therapy
Applications Data: Jan 1, 2021 – Mar 31, 2021**

License Type	Transaction Type	Jan		Feb		Mar		Total Received 3Q	Total Approved 3Q	Average Received per Month	Average Approved per Month
		Received	Approved	Received	Approved	Received	Approved	Received	Approved	Received	Approved
1020-7101	Initial OT License Apps	92	72	106	88	131	89	329	249	110	83
1020-7102	OT-Limited Permit Apps	5	3	6	8	2	2	13	13	4	4
1020-7103	Initial OTA License Apps	30	15	33	21	48	36	111	72	37	24
1020-7104	OTA-Limited Permit Apps	1	1	0	1	3	1	4	3	1	1
1021-7101	OT License Issued	77	78	84	81	89	87	250	246	83	82
1021-7102	OT Limited Permit Issued	0	0	4	4	0	0	4	4	1	1
1021-7103	OTA License Issued	19	19	19	19	33	33	71	71	24	24
1021-7104	OTA Limited Permit Issued	0	0	0	0	1	1	1	1	0	0
5001	A/P – Hand Therapy	4	5	10	12	7	3	21	20	7	7
5002	A/P – PAMs	11	7	13	14	13	14	37	35	12	12
5003	A/P - Swallowing	7	3	3	8	2	1	12	12	4	4
8005	Set Inactive to Active	8	8	4	4	3	3	15	15	5	5
8010	Name Changes	36	38	15	13	28	28	79	79	26	26
8020	Address Changes	327	327	218	218	286	286	831	831	277	277
8030	Verifications	63	82	49	48	81	70	193	200	64	67
8051	Set to Retired	10	10	15	15	23	22	48	47	16	16
8052	Set Retired to Active	0	0	1	1	0	0	1	1	0	0
Totals		690	668	580	555	750	676	2,020	1,899	673	633

License Type	Transaction Type	Jan		Feb		Mar		Total Renewed 3Q	Average Renewed per Month
		Received	Approved	Received	Approved	Received	Approved	Received	Approved
2020-7101	OT Renewals		682		517		574	1773	591
2020-7103	OTA Renewals		162		143		158	463	154
Totals			844		660		732	2236	745

BOT ENFORCEMENT STATISTICAL REPORT

January 1, 2021 – March 31, 2021

Total Complaints Received:	264	DOI Investigations Initiated:	3
Conviction/Arrest Investigations:	33	DOI Investigation Reports Received:	1
Complaints:	231	Formal DOI Investigations Pending:	9
Complaints-Closed:	254		
Applications Denied per BPC 480/485:	1		
Total Complaints-Pending:	399		
Cases Pending with Attorney General (AG):	16		

<u>Transmitted</u>	<u>Case</u>	<u>Complaint No</u>	<u>Type</u>	<u>Current Status</u>
02/24/17	17-000253	ACC	Accusation	10/19/18; Board Rej Prop Remand 3/17/21
07/26/17	16-000002	ACC	ACC	AGO to draft Accusation; holding for federal sentencing
01/08/20	19-000439	ACC	ACC	Accusation 3/5/20; Board adopted PD; Probation (3YR) 4/16/21
01/13/20	1002158277	ACC	ACC	Accusation 6/8/20; Board to vote on Settlement 5/20/21
01/13/20	1002163983	ACC	ACC	Accusation 6/8/20; Board to vote on Settlement 5/20/21
05/20/20	20-000531	ACC	ACC	Accusation 7/30/20; NOD rec'd 8/7/20; Hearing 5/24/21
06/19/20	19-000069	ACC	ACC	Accusation 2/10/21; NOD rec'd 2/24/21
07/14/20	20-000575	ACC	ACC	Accusation 9/11/20; NOD rec'd 9/18/20; Hearing TBS
07/14/20	20-000576	ACC	ACC	Accusation returned to AGO for revisions 12/8/20
07/15/20	20-000594	ACC	ACC	Accusation 4/22/21
07/15/20	20-000599	ACC	ACC	Accusation 10/19/20; NOD rec'd 11/2/20; considering settlement
07/28/20	21-000067	PTR	PTR	PTR 11/19/20; Board Denied Pet to Vacate; Revocation 4/15/21
12/05/20	20-000629	ACC	ACC	Accusation 4/26/21
12/16/20	20-000251	ACC	ACC	Accusation 2/11/21; NOD rec'd 2/26/21; Hearing TBS
12/17/20	21-000434	ACC	ACC	AGO to draft Accusation
03/09/21	21-000150	ACC	ACC	AGO to draft Accusation

Accusations filed:	2	Statement of Issues filed:	0
Case(s) Withdrawn:	1	Case(s) Dismissed	0
PC23 Issued:	1	ISO Issued:	0
Petition to Revoke Probation (PTR) filed:	0	Accusation & PTR filed:	0
Cease Practice Orders Issued:	0	Cease Practice Orders Lifted:	0

(Final Decisions on next page)

Final Decisions: 6

<u>Effective</u>	<u>Name</u>	<u>Type</u>	<u>Complaint Received/Opened</u>
01/18/21	Frudden, Tracy	Surrender (Settlement)	04/21/2020
	<i>Failed to Comply with Citation Order-Remediate PDUs due to failed renewal audit</i>		
02/19/21	Gibola, Leslie	Surrender (Settlement)	05/11/2020
	<i>Failed to Comply with Citation Order-Remediate PDUs due to failed renewal audit</i>		
03/10/21	Gonzales, Jose	Revocation (Adopt Proposed Dec)	09/28/2018
	<i>Unprofessional Conduct-sexually related acts on facility staff member</i>		
03/12/21	Deras, Carlos	Extend Probation 1YR (Settlement)	01/13/2020
	<i>Failed to Comply with terms/conditions of Disciplinary Order/Probation</i>		
03/20/21	Skobba, Teresa	Revocation (Default)	03/15/2019
	<i>Failed to Comply with Citation Order-Remediate PDUs due to failed renewal audit</i>		
03/25/21	Nevin, Scott	PC 23 Granted	03/16/2020
	<i>CASC Judge restricted Respondent from practicing until conclusion of criminal proceeding</i>		

Note: Reference to the withdrawn case (19-000469) on the previous page pertains to a request to the AGO to compel a licensee to submit to a psychological evaluation. The licensee complied with the evaluation order. The evaluator's report found there was no psychological impairment and licensee is safe to practice.

OT Citations
01/01/2021 - 03/31/2021

#	VIOLATION							FINE (OT)	FINE REDUCED	TOTAL FINE DUE (OT)	DATE ISSUED	APPEAL RECEIVED				PAYMENT				
	FTC	UPC	CC	ULP	PDU	ADC	OTHER					ABATEMENT?	ICR	ADMIN	Dismissed	Withdrawn	Pymnt Date	Paid in Full	Pymnt Amnt	Balance (OT)
1						1		\$85	\$0	\$85	01/04/21	1					02/26/21	1	\$85	\$0
1						1		\$85	\$0	\$85	01/13/21	1					03/26/21	1	\$85	\$0
1						1		\$85	\$0	\$85	01/13/21	1							\$0	\$85
1						1		\$85	\$0	\$85	01/13/21	1					01/28/21	1	\$85	\$0
1						1		\$85	\$0	\$85	01/13/21						01/21/21	1	\$85	\$0
1						1		\$150	\$0	\$150	01/13/21	1							\$0	\$150
1						1		\$85	\$85	\$0	01/13/21	1			1		-		\$0	\$0
1						1		\$85	\$0	\$85	01/13/21	1			1		-		\$0	\$85
1						1		\$85	\$0	\$85	01/19/21	1							\$0	\$85
1						1		\$85	\$0	\$85	01/19/21	1							\$0	\$85
1						1		\$85	\$0	\$85	01/19/21	1					04/21/21	1	\$85	\$0
1						1		\$85	\$0	\$85	01/19/21	1							\$0	\$85
1						1		\$85	\$0	\$85	01/19/21	1					02/17/21	1	\$85	\$0
1						1		\$85	\$0	\$85	01/19/21	1							\$0	\$85
1						1		\$85	\$0	\$85	01/19/21	1							\$0	\$85
1						1		\$85	\$0	\$85	01/19/21	1							\$0	\$85
1						1		\$85	\$0	\$85	01/20/21								\$0	\$85
1						1		\$85	\$0	\$85	01/20/21	1							\$0	\$85
1						1		\$85	\$0	\$85	01/20/21						02/10/21	1	\$85	\$0
1						1		\$85	\$0	\$85	01/20/21						02/15/21	1	\$85	\$0
1						1		\$85	\$0	\$85	01/20/21	1					02/28/21	1	\$85	\$0

#	VIOLATION							FINE (OT)	FINE REDUCED	TOTAL FINE DUE (OT)	DATE ISSUED	APPEAL RECEIVED				PAYMENT			
	FTC	UPC	CC	ULP	PDU	ADC	OTHER					ABATEMENT?	ICR	ADMIN	Dismissed	Withdrawn	Pymnt Date	Paid in Full	Pymnt Amnt
1						1		\$85	\$0	\$85	01/21/21	1					\$0	\$85	
1						1		\$85	\$0	\$85	01/20/21	1				02/22/21	1	\$0	\$85
1						1		\$85	\$0	\$85	01/20/21	1						\$0	\$85
1						1		\$85	\$0	\$85	01/25/21	1						\$0	\$85
1						1		\$85	\$0	\$85	01/25/21	1						\$0	\$85
1						1		\$85	\$0	\$85	01/25/21					04/02/21	1	\$85	\$0
1						1		\$85	\$0	\$85	02/09/21					02/16/21	1	\$85	\$0
1						1		\$85	\$0	\$85	02/10/21	1						\$0	\$85
1						1		\$85	\$0	\$85	02/10/21					02/23/21	1	\$85	\$0
1						1		\$85	\$0	\$85	02/10/21	1						\$0	\$85
1						1		\$85	\$85	\$0	02/11/21				1	-		\$0	\$0
1						1		\$150	\$65	\$85	02/11/21							\$0	\$85
1						1		\$150	\$0	\$150	02/11/21	1				03/06/21	1	\$150	\$0
1						1		\$85	\$0	\$85	02/11/21	1						\$0	\$85
1						1		\$85	\$0	\$85	02/11/21	1				04/20/21	1	\$85	\$0
1						1		\$85	\$0	\$85	02/11/21	1						\$0	\$85
1						1		\$85	\$0	\$85	02/11/21		1	1				\$0	\$85
1						1		\$85	\$0	\$85	02/11/21	1						\$0	\$85
1						1		\$85	\$0	\$85	02/11/21	1				02/17/21	1	\$85	\$0
1						1		\$85	\$0	\$85	02/18/21					02/22/21	1	\$85	\$0
1						1		\$85	\$85	\$0	02/18/21				1	-		\$0	\$0
1						1		\$85	\$0	\$85	02/25/21	1				03/24/21	1	\$85	\$0
1						1		\$85	\$0	\$85	03/01/21	1						\$0	\$85
1						1		\$85	\$0	\$85	03/01/21					03/22/21	1	\$85	\$0

#	VIOLATION							FINE (OT)	FINE REDUCED	TOTAL FINE DUE (OT)	DATE ISSUED	APPEAL RECEIVED				PAYMENT			
	FTC	UPC	CC	ULP	PDU	ADC	OTHER					ABATEMENT?	ICR	ADMIN	Dismissed	Withdrawn	Pymnt Date	Paid in Full	Pymnt Amnt
1						1		\$85	\$0	\$85	03/01/21					03/16/21	1	\$85	\$0
1						1		\$85	\$0	\$85	03/04/21	1						\$0	\$85
1						1		\$85	\$0	\$85	03/04/21	1						\$0	\$85
1						1		\$85	\$85	\$0	03/04/21	1			1	-		\$0	\$0
1						1		\$85	\$85	\$0	03/05/21	1			1	-		\$0	\$0
1						1		\$85	\$0	\$85	03/05/21	1				03/22/21	1	\$85	\$0
1						1		\$85	\$0	\$85	03/05/21	1						\$0	\$85
1						1		\$85	\$0	\$85	03/09/21							\$0	\$85
1						1		\$85	\$85	\$85	03/09/21	1			1	-		\$0	\$85
1						1		\$85	\$85	\$85	03/09/21				1	-		\$0	\$85
1						1		\$85	\$0	\$85	03/09/21	1				03/24/21	1	\$85	\$0
1						1		\$85	\$85	\$0	03/10/21	1			1	-		\$0	\$0
1						1		\$85	\$0	\$85	03/12/21	1						\$0	\$85
1						1		\$85	\$85	\$0	03/12/21	1				1	-	\$0	\$0
1						1		\$85	\$0	\$85	03/12/21	1						\$0	\$85
1						1		\$85	\$0	\$85	03/12/21	1						\$0	\$85
1						1		\$85	\$0	\$85	03/12/21	1						\$0	\$85
1						1		\$85	\$0	\$85	03/12/21	1						\$0	\$85
1						1		\$85	\$0	\$85	03/12/21	1				03/16/21	1	\$85	\$0
1						1		\$85	\$85	\$0	03/17/21	1			1	-		\$0	\$0
1						1		\$85	\$0	\$85	03/17/21	1				03/27/21	1	\$85	\$0
1						1		\$85	\$0	\$85	03/17/21	1						\$0	\$85

#	VIOLATION							FINE (OT)	FINE REDUCED	TOTAL FINE DUE (OT)	DATE ISSUED	APPEAL RECEIVED				PAYMENT				
	FTC	UPC	CC	ULP	PDU	ADC	OTHER					ABATEMENT?	ICR	ADMIN	Dismissed	Withdrawn	Pymnt Date	Paid in Full	Pymnt Amnt	Balance (OT)
1						1		\$85	\$0	\$85	03/17/21	1						\$0	\$85	
1						1		\$85	\$85	\$0	03/19/21				1		-	\$0	\$0	
1						1		\$85	\$0	\$85	03/25/21							\$0	\$85	
1						1		\$85	\$0	\$85	03/26/21	1						\$0	\$85	
1						1		\$85	\$0	\$85	03/26/21	1				04/15/21	1	\$85	\$0	
1						1		\$85	\$0	\$85	03/26/21					03/30/21	1	\$85	\$0	
1						1		\$85	\$0	\$85	03/26/21	1						\$0	\$85	
1						1		\$150	\$0	\$150	03/26/21	1						\$0	\$150	
1						1		\$85	\$0	\$85	03/29/21	1						\$0	\$85	
78	0	0	0	0	0	78	0	\$6,890	\$1,000	\$6,060		58	1	1	11	1		26	\$2,190	\$3,870
Violation Key: FTC - Failure to Cooperate UPC - Unprofessional Conduct CC - Criminal Convictions ULP - Unlicensed Practice PDU - Continuing Education ADC - Failure to Notify of Address Change OTHER (Advanced Practice, Negligence, etc.)																				

**OTA Citations
01/01/2021 - 03/31/2021**

#	VIOLATION								FINE (OTA)	FINE REDU CED	TOTAL DUE (OTA)	DATE ISSUED	ABATEMENT?	APPEAL RECEIVED				PAYMENT		
	FTC	UPC	CC	ULP	PDU	ADC	OTHER	ICR						ADMIN	Dismissed	Withdrawn	Payment Date	Paid in Full	Payment Amnt	Balanc e (OTA)
1						1		\$85	\$0	\$85	01/13/21	1						\$0	\$85	
1						1		\$85	\$0	\$85	01/19/21	1				02/08/21	1	\$85	\$0	
1						1		\$85	\$0	\$85	01/19/21	1				03/16/21	1	\$85	\$0	
1						1		\$85	\$0	\$85	01/20/21					02/20/21	1	\$85	\$0	
1						1		\$85	\$0	\$85	01/20/21					02/10/21	1	\$85	\$0	
1						1		\$85	\$0	\$85	01/20/21	1						\$0	\$85	
1						1		\$85	\$0	\$85	01/25/21	1				02/22/21	1	\$85	\$0	
1						1		\$85	\$0	\$85	02/10/21	1						\$0	\$85	
1						1		\$85	\$0	\$85	02/11/21					02/13/21	1	\$0	\$85	
1						1		\$85	\$0	\$85	02/11/21	1				03/04/21	1	\$85	\$0	
1						1		\$85	\$0	\$85	02/11/21					04/13/21	1	\$85	\$0	
1						1		\$85	\$0	\$85	02/25/21	1						\$0	\$85	
1						1		\$85	\$0	\$85	03/04/21	1						\$0	\$85	
1						1		\$85	\$0	\$85	03/05/21	1				03/30/21	1	\$85	\$0	
1						1		\$85	\$0	\$85	03/05/21	1						\$0	\$85	
1						1		\$85	\$85	\$0	03/09/21						1	\$0	\$0	
1						1		\$85	\$85	\$0	03/09/21	1					1	\$0	\$0	
1						1		\$85	\$0	\$85	03/12/21					04/20/21	1	\$85	\$0	
1						1		\$85	\$0	\$85	03/26/21	1						\$0	\$85	
19	0	0	0	0	0	19	0	\$1,615	\$170	\$1,445		13	0	0	2	0		10	\$765	\$680

Violation Key:

FTC - Failure to Cooperate	ULP - Unlicensed Practice	ADC - Failure to Notify of Address Change
UPC - Unprofessional Conduct	PDU - Continuing Education	OTHER (Negligence, etc.)
	CC - Criminal Convictions	

Practitioners Currently on Probation or Other Court Orders

NAME	LICENSE #	LENGTH OF PROBATION	EFFECTIVE DATE
Alvarado, Francisco	OT 4563	3 years	09/19/19
Campbell, Steven	OTA 183	3 years	07/26/19*
Cirigliano, Michelle	OT 12033	3 years	05/14/19*
Deras, Carlos	OTA 3975	3 years	12/17/18*
Dowd, Joshua	OT 18574	3 years	03/27/18*
Edwards, Anna	OTA 2453	3 years	04/26/19*
Egler, Daniel	OT 6601	3 years	03/28/19*
Ganoza, Daniel	OT 6921	3 years	03/28/19
Gerking, Lisa	OT 8787	2 years	05/18/20
Jennings, Michael	OT 16913	3 years	09/06/18*
Kelley, Anjuli	OT 11186	3 years	01/16/14*
Oliver, Patricia	OT 6986	3 years	10/28/16*
Morrison, Crystal	OTA 1561	3 years	04/16/21
Powell, Diana C.	OT 6367	3 years	06/03/16*
Schmidt, Rebecca	OT 8291	3 years	11/27/09 *
Shin, Judy	OT 5682	4 years	12/02/19
Suggs, Monica	OTA 1101	2.5 years	03/30/19
Tolbert, Kristine	OT 4410	4 years	03/29/19*
Wilson, Candice	OTA 1436	3 years	07/16/20*

* Probation "tolled" or extended beyond original expiration date.

Report prepared 04/19/21