

17. REPORT ON PENDING LEGISLATION AND CONSIDERATION OF TAKING A POSITION.

Included are the following:

- a) Legislative Update report,
- b) AB 1991 (Bonta), Licensee and registrant records.
- c) AB 2269 (Flora), Board membership qualifications: public members.
- d) AB 2442 (Zbur), Healing Arts: expedited licensure process: gender-affirming health care and gender-affirming mental health care.
- e) AB 2725 (Rubio and Muratsuchi), Teacher credentialing: occupational and physical therapists.
- f) AB 2753 (Ortega), Rehabilitative and habilitative services: durable medical equipment and services.
- g) AB 2862 (Gipson), Licenses: African American applicants.
- h) AB 3127 (McKinnor), Reporting of crimes: mandated reporters.
- i) Senate Bill (SB) 1067 (Smallwood-Cuevas), Healing arts: expedited licensure process: medically underserved area or population.
- j) SB 1290 (Roth), Health care coverage: essential health benefits.

Please Note: All bills can be found at:

<https://leginfo.legislature.ca.gov>

California Board of Occupational Therapy
Legislative Update as of August 14, 2024

Bill #	Author	Summary	Board Position/ Date Taken	Status
AB 1991	Bonta	<p>Licensee and registrant renewal: National Provider Identifier. This bill would require a healing arts board, as defined, to require a licensee or registrant who electronically renews their license or registration to provide to that board the licensee's or registrant's individual National Provider Identifier, if they have one. The bill would provide that a violation of the bill's requirements is not a crime.</p>	Watch May 3, 2024	Senate Appropriations
AB 2269	Flora	<p>Board membership qualifications: public members. This bill would prohibit a public member or a lay member of any board from having a specified relationship with a licensee of that board, for services provided pursuant to that license, within 3 years of the public member's or lay member's appointment. The bill would provide that these requirements apply to a public member or a lay member of a board upon appointment or reappointment on or after January 1, 2025.</p>	Support May 3, 2024	Referred to Senate B., P. & E. D. (Hearing cancelled by author.)
AB 2442	Zbur	<p>Healing arts: expedited licensure process: gender-affirming health care and gender-affirming mental health care. This bill would also require those boards to expedite the licensure process for an applicant who demonstrates that they intend to provide gender-affirming health care and gender-affirming mental health care, as defined, within the scope of practice of their license, and would specify the manner in which the applicant would be required to demonstrate their intent. <i>The bill would repeal its provisions on January 1, 2029.</i></p>	Watch May 3, 2024	Re-referred to Senate Appropriations
AB 2725	Rubio, Maratsuchi	<p>Teacher credentialing: administrative services credential: occupational and physical therapists. This bill would provide that a valid license to practice occupational therapy or physical therapy and verification of meeting a basic skills requirement, as specified, and 3 years of experience as a school-based occupational therapist or physical therapist may be used to satisfy respective requirements for a preliminary services credential with a specialization in administrative services, as provided.</p>	Support May 3, 2024	Senate Committee on ED. Suspense file.

Bill #	Author	Summary	Board Position/ Date Taken	Status
AB 2753	Ortega	<p>Rehabilitative and habilitative services: durable medical equipment and services. This bill would specify that coverage of rehabilitative and habilitative services and devices under a health care service plan or health insurance policy includes durable medical equipment, services, and repairs, if prescribed or ordered by a health professional acting within the scope of their license. The bill would define “durable medical equipment.” The bill would prohibit coverage of durable medical equipment and services from being subject to financial or treatment limitations, as specified.</p>	Watch May 3, 2024	Re-referred to Assembly Appropriations. Held under submission
AB 2862	Gipson	<p>Department of Consumer Affairs: African American applicants. Existing law establishes the Department of Consumer Affairs, which is composed of specified boards that license and regulate various professions. This bill would require those boards to prioritize African American applicants seeking licenses under these provisions, especially applicants who are descended from a person enslaved in the United States. The bill would repeal those provisions on January 1, 2029.</p>	Watch May 3, 2024	Referred to Senate B., P. & E. D. and JUD. (Hearing cancelled by author.)
AB 3127	McKinnor	<p>Reporting of crimes: mandated reporters. This bill would remove the requirement that a health practitioner make a report to law enforcement when they suspect a patient has suffered physical injury caused by assaultive or abusive conduct. The bill would instead require that a health practitioner make a report when the injury is life threatening or results in death, as specified, or is the result of child abuse or elder or dependent adult abuse. The bill would require the health practitioner to additionally make a report when a person is seeking care for injuries related to domestic, sexual, or any nonaccidental violent injury if the patient requests a report be sent, as specified.</p>	Watch May 3, 2024	Re-referred to Senate Appropriations. Referred to Suspense file.

Bill #	Author	Summary	Board Position/ Date Taken	Status
SB 1067	Smallwood-Cuevas	<p>Healing arts: expedited licensure process: medically underserved area or population.</p> <p>This bill would require the Board of Behavioral Sciences, the Board of Registered Nursing, the Board of Vocational Nursing and Psychiatric Technicians of the State of California, the California State Board of Pharmacy, the Dental Board of California, the Dental Hygiene Board of California, and the Physician Assistant Board to develop a process to expedite the licensure process by giving priority review status to the application of an applicant for a license who demonstrates that they intend to practice in a medically underserved area or serve a medically underserved population, as defined. The bill would repeal these provisions on January 1, 2029.</p>	Watch May 3, 2024	From consent calendar by Assembly Member Jackson. Ordered to Third Reading
SB 1290	Roth	<p>Health care coverage: essential health benefits.</p> <p>This bill would express the intent of the Legislature to review California's essential health benefits benchmark plan and establish a new benchmark plan for the 2027 plan year. The bill would limit the applicability of the current benchmark plan benefits to plan years on or before the 2027 plan year.</p>	Watch May 3, 2024	From consent calendar by Assembly Member Aguiar-Curry. Ordered to Third Reading

AGENDA ITEM 18

18. EXECUTIVE OFFICER'S REPORT.

- a) Administrative Summary, Including Budget, Personnel, and Technology Updates.
- b) Pending Regulatory Proposals
- c) Enforcement Unit Data.
- d) Licensing Unit Data.
- e) Future Agenda Items.
- f) Data Or Information Requested at Prior Board Meeting.



Memorandum

Date: August 18, 2024

To: CBOT Members

From: Heather Martin, Executive Officer

a) ADMINISTRATIVE UPDATE

BUDGET UPDATE.

In support of the Governor's Fiscal Year 2024-25 budget, the Department of Finance (DOF) issued Budget Letter (BL) 24-10 July 1, 2024, which identified budget reductions due to anticipated salary savings from eliminating vacant positions and position authority as well as reductions to state operations.

A memo from DCA issued July 3, 2024, regarding BL 24-10, advised that expiration of the expenditure freeze exemption process, we could resume the purchasing and contracting processes. All State agencies were advised to be fiscally responsible and continue "prudent spending," to meet the "statutorily approved government efficiency reductions." The memo also advised more direction regarding how to achieve required savings would be provided in future BLs.

Vacant Positions Funding Reduction and Elimination of Positions

This includes a budget reduction (meaning funding) in the current fiscal year and ongoing, related to vacancies identified June 30, 2024; the position authority will be eliminated next fiscal year.

Ongoing Reductions to State Operations

Despite being a Special Fund agency (not relying on monies from the General Fund) we were advised that budget reductions will apply to almost all agencies and departments with limited exceptions. The Board's budget for personal services and operating expenses and equipment (OE&E) line items is expected to be reduced by 7.95 percent. (Note: The Board's FY 2023-24 budget for personal services was \$2,007,00 and for OE&E was \$1,366,000.)

BL 24-10 and the memo from DCA are included in the materials following this report.

In anticipation of an impending vacancy "sweep," efforts to fill vacancies continued, and one position was intentionally kept vacant to be "eliminated" as part of achieving savings.

DOF issued BL 24-20 on July 29, 2024, directing departments to identify positions to be eliminated to achieve saving anticipated by the *Vacant Positions Funding Reduction and Elimination of Positions* so that operating budgets could be reduced accordingly.

Unfortunately, the “vacancy sweep” didn’t just include vacancies, but DOF also identified a specific dollar amount in salary savings the Board must achieve. DCA proposed a reduction to the number of positions and salary savings identified by DOF and provided instructions for us to respond in order for DCA to comply with August 16th deadline specified in BL 24-20.

We identified the position to be eliminated, requested exclusion of the positions filled after June 30th, and requested exclusion of one other vacancy. However, the proposed reduction was not approved and the position we identified failed to meet the salary savings specified by DOF. Our next response identified the position to be eliminated and requested exclusion of the other vacancy (to meet salary savings identified).

BL 24-20 is included in the materials following BL 24-10 and memo from DCA.

Revenue and Expenditure information based on Fiscal Month (FM) 12.

Detailed revenue and expenditure information as of FM 12 is included in the materials; year end totals are shown below.

- Current year revenue earned through June 30th: \$3,141,572
- Current year expenditures through June 30th: \$2,916,774
(Year-end expenditures projected to be \$2,973,451)

The difference between the above totals is a little more than \$160k; more on that below.

Fund condition statement (FCS) based on FM 12.

The included FCS projects ending FY 2025-26 with only 1.4 months of operating reserves and insufficient funds for FY 2026-27. (These projections do not reflect budget reductions required by BLs mentioned above.)

Despite revenue exceeding expenditures the past couple years, this cannot be expected to continue. Expenditure totals have been lower than budgeted, due in part, to vacancies and resulting savings. The Board is budgeted for all positions at the beginning of the year, whether vacant for two months or six, the salary savings (unspent funds) revert to the Board’s Fund.

The Personal Services (salaries, benefits, temporary help, etc.) budget/expenditure info shown below illustrates the impact of salary savings on the Board’s Fund.

	<u>Budget</u>	<u>Expenditure</u>	<u>Approx. Diff</u>
• FY 2023-24	\$ 2,007,000	\$1,726,459 (Estimated)	\$280k
• FY 2022-23	1,928,000	1,514,916 (Actual)	413k
• FY 2021-22	1,857,000	1,398,935 (Actual)	450k
• FY 2020-21	1,616,000	1,359, 876 (Actual)	256k

Even though fee increases were identified as being necessary in 2021, 'under spending' has kept the Fund solvent and pushed out the year the fee increases would need to take effect. NOTE: Fee increases are still necessary to ensure the Board's long-term fiscal solvency.

FM 12 revenue and expenditure details and FCS are included in the materials and follow BL 24-20.

PERSONNEL UPDATE.

The Board's vacant Enforcement Unit manager position was filled by the promotion of staff member Rachael Hutchison effective July 1st. The recruitment package to fill her position was approved by DCA's Office of Human Resources and we are currently in the recruitment process.

Staff member Austin Porter transferred from the Enforcement Unit to the Licensing and Administration Unit (LAU) effective June 13th.

The following vacancies were filled by employees new to the Board on the date listed:

- Enforcement Technician – June 18th.
- Enforcement Analyst – July 8th.
- Licensing Technician – August 5th.

The appointment of two Retired Annuitants providing temporary help (one in the LAU and one in the Enforcement Unit) have both been extended through 12/31/2024.

With all the above activity, the Board vacancies include a vacant analyst position in the LAU and a vacant Enforcement Technician. As mentioned previously, we requested the LAU analyst position be excluded from the vacancy elimination.

BREEZE UPDATE.

On September 9th, there will be a BreEZe release (system update) which will charge the 2% credit card processing fee to the user, rather than the Board paying it. The change to pass on the fee will be implemented for four boards each month, September – November 2024.

Through FM 12 (amounts not final until FM 13 is issued), the Board spent a little more than \$40k on credit card processing fees for payments made in BreEZe; past year costs ranged from \$45-\$53k. Next year, the Board's budget will be reduced by the amount of the credit card processing fees, as this will no longer be an expenditure.

Before the change is implemented, we want to advise the profession of the upcoming change. On August 8th I requested the Office of Public Affairs (OPA) to provide messaging to post on the Board's social media, website, and emailed to those on the Board's Interested Parties list; OPA will get back to us.

OTHER INFO.

At a quarterly DCA Leadership meeting, Scope of Practice, and how to update/change it, was covered.

The Scope of Practice slide is included in the materials following the budget documents.

DCA updated its Workplace Violence Prevention Policy and added required training pursuant to Chapter 289, Statutes of 2023.

This requires all DCA employees (including appointees of the Governor, Speaker of the Assembly, and Senate Rules) to complete the **2024 Workplace Violence Prevention Requirements**, no later than *Friday, August 30, 2024*.

The **2024 Workplace Violence Prevention Requirements** include:

- 2024 Workplace Violence Prevention Training (video)
- 2024 Workplace Violence Prevention Policy (material)

You must:

- Sign the *Acknowledgment and Compliance of Policy Form*. (A record of the Annual Policy Acknowledgement form will be tracked in DCA's LMS.)
- Complete the *Workplace Violence Prevention Training*, which is located on the LMS home page under "Required Training." (A record of completion will be tracked in LMS.)

A reminder was emailed by *MemberRelations@dca.ca.gov* on August 15th to those who had not yet completed the training. Please email Austin if you need the information sent to you again.

The Board's Strategic Planning session is confirmed January 23-24, 2025, with a facilitator from DCA's SOLID unit.

**MATERIALS FOR AGENDA ITEMS 18(b) THROUGH (e) LISTED BELOW
FOLLOW THE MATERIALS PROVIDED IN THE ADMINISTRATIVE UPDATE.**

b) PENDING REGULATORY PROPOSALS

The Regulations Update report is included.

c) Enforcement Unit data.

Included are the standard reports for the period April 1 – June 30:

- Case/complaint data
- Citations issued to OTs

- Citations issued to OTAs

The reports below include current information:

- Pending cases at the Office of the Attorney General
- Final Decisions• Listing of current probationers

d) Licensing Unit data.

Included is the standard report on various applications processed during the period April 1 – June 30.

e) Future Agenda Items.

The listing of Future Agenda Items is included.

f) Data or information requested at prior Board meeting

Nothing to report.



MEMORANDUM

DATE	July 3, 2024
TO	All Board Executive Officers/Executive Directors, Bureau/Division/Program Chiefs, Deputy Directors, Registrars, and Senior Executive Management
FROM	Taylor Schick, Chief Fiscal Officer
SUBJECT	Budget Letter 24-10 – Government Efficiency Reductions and Elimination of the Expenditure Freeze Exemption Process

The Expenditure Freeze instituted by [Budget Letter 23-27](#) expired effective June 30, 2024. With its expiration, the Department's expenditure freeze exemption process is hereby suspended pending any future direction from the Department of Finance (DOF). Contracts and purchases for fiscal year 2024-25 can be pursued at each program's discretion. Any pending exemption requests will be returned and programs should continue with the purchase or contracting process.

Despite the expiration of the expenditure freeze, Departments are expected to continue to display fiscal responsibility and prudent spending, while also preparing for potential cost-savings measures. The [2024 Budget Act](#) includes significant budget reductions with two statewide reductions that are anticipated to impact the Department, as outlined in [Budget Letter 24-10](#):

- **Control Section 4.12: Vacant Positions Funding Reduction and Elimination of Positions**—Beginning in 2024-25, agencies and departments' budgets will be reduced by \$1.5 billion (\$762.5 million General Fund) for savings associated with vacant positions. These reductions include the Executive Branch, but participation by all agencies and departments is encouraged. In 2025-26, Finance will reduce budgets by the same amount but will also adjust the position authority to eliminate approximately 10,000 positions statewide.
- **Control Section 4.05: Ongoing Reductions to State Operations**—Beginning in 2024-25 and ongoing, agencies' and departments' state operations budgets will be reduced by 7.95 percent, which includes, but is not limited to, personal services, operating expenses and equipment, and consulting and professional services funded through General Fund and/or Other Funds. These reductions apply to almost all agencies and departments with limited exceptions.

Budget Letter 24-10 – Government Efficiency Reductions and Elimination of the Expenditure Freeze Exemption Process

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These ongoing budget reductions are anticipated to be significant and will take effect in the current fiscal year. The Department has not yet been provided with information on how these reductions will be implemented. Additional information and direction on these budget and vacancy reductions will be provided in forthcoming Budget Letters, and the Budget Office will work directly with each program once instructions have been provided.

If you have any questions, please contact your budget analyst.

Cc: DCA Executive Office
DCA Chief Fiscal Officer
DCA Budget Office
DCA Office of Human Resources Chief
DCA Business Services Officer
DCA Chief Information Services Officer
DCA Purchasing Liaisons

BUDGET LETTER

	NUMBER: 24-10
SUBJECT: GOVERNMENT EFFICIENCY REDUCTIONS	DATE ISSUED: JULY 1, 2024
REFERENCES: BUDGET LETTERS 23-27 , 24-01 , 24-07	SUPERSEDES: N/A

TO: Agency Secretaries
Department Directors
Department Budget and Accounting Officers
Departmental Human Resources and Labor Relations Officers
Departmental Business Services Officers
Department of Finance Budget and Accounting Staff

FROM: DEPARTMENT OF FINANCE

Budget Officers are requested to forward a copy of this budget letter (BL) to departmental Human Resources, Labor Relations, and Business Services Officers.

The 2024 Budget Act puts the state on a long-term, fiscally responsible path and promotes government efficiencies through approved ongoing budgetary reductions in 2024-25 and beyond. To achieve the savings included in the Budget, the Department of Finance (Finance) will work with agencies and departments over the coming months on these required budget reductions.

To achieve a balanced budget, the Budget assumes two separate budgetary reductions as described below. This BL provides an overview of these recently enacted reductions; Finance will issue additional budget letters further detailing the processes and timing of these reductions.

Specifically, the Budget includes the following government efficiency measures:

- **Control Section 4.12: Vacant Positions Funding Reduction and Elimination of Positions**—Beginning in 2024-25, agencies and departments' budgets will be reduced by \$1.5 billion (\$762.5 million General Fund) for savings associated with vacant positions. These reductions include the Executive Branch, but participation by all agencies and departments is encouraged. In 2025-26, Finance will reduce budgets by the same amount but also adjust the position authority to eliminate approximately 10,000 positions statewide.
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Note: These are two separate reductions, with vacant positions occurring first given that the statewide operations reduction may also impact personal services expenditures. Given the projected budgetary shortfall, Budget Letter (BL) 23-27 (Current Year Expenditure Freeze) was issued in December 2023 directing agencies and departments to take immediate action to reduce current-year General Fund expenditures and BL 24-07 (Onetime Appropriation(s) Expenditure Freeze Pursuant to Section 21 of the Budget Act of 2023) was issued in April of 2024 directing agencies and departments to cease spending or encumbering certain onetime resources. Although these BLs expired as of June 30, 2024, agencies and departments should continue to ensure prudent spending to meet the statutorily approved government efficiency reductions. Accordingly, departments must begin planning and preparing now to identify potential cost-saving measures. Although departments have the flexibility to identify reductions that best fit their operational and program needs, these savings must be realistic and achievable as both reductions are statutorily required.

If you have any questions regarding this BL, please contact your assigned Program Budget Manager.

/s/ Joe Stephenshaw

JOE STEPHENSHAW
Director

BUDGET LETTER

	NUMBER: 24-10
SUBJECT: GOVERNMENT EFFICIENCY REDUCTIONS	DATE ISSUED: JULY 1, 2024
REFERENCES: BUDGET LETTERS 23-27 , 24-01 , 24-07	SUPERSEDES: N/A

TO: Agency Secretaries
Department Directors
Department Budget and Accounting Officers
Departmental Human Resources and Labor Relations Officers
Departmental Business Services Officers
Department of Finance Budget and Accounting Staff

FROM: DEPARTMENT OF FINANCE

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If you have any questions regarding this BL, please contact your assigned Program Budget Manager.

/s/ Joe Stephenshaw

JOE STEPHENSHAW
Director

BUDGET LETTER

SUBJECT: VACANCY SAVINGS AND POSITION ELIMINATION	NUMBER: 24-20
REFERENCES: CONTROL SECTION 4.12, 2024 BUDGET ACT	DATE ISSUED: July 29, 2024
	SUPERSEDES: N/A

TO: Agency Secretaries
Department Directors
Departmental Budget and Accounting Officers
Department of Finance Budget and Accounting Staff

FROM: DEPARTMENT OF FINANCE

Budget officers are requested to forward a copy of this budget letter to departmental personnel and labor relations officers.

This Budget Letter (BL) provides departments with instructions to implement the Control Section (CS) 4.12 reduction required in the 2024 Budget Act through the development of the 2025-26 Governor's Budget.

Note: Departments must develop the CS 4.12 reduction adjustments using the CS 4.12 Vacancy Savings and Position Elimination Adjustment Workbook (Workbook); Finance Budget Analysts will provide departments the Workbook electronically by August 2, 2024.

Deadlines and Deliverables	
On or before August 16, 2024 (Friday)	CS 4.12 Vacancy Savings and Position Elimination Adjustment Workbook (see Attachment 1 for Example), adjustments in Hyperion, and supporting documentation, due to Finance Budget Analysts.

I. Background

The 2024 Budget Act assumes \$1.5 billion (\$762.5 million General Fund) in savings related to vacant positions beginning in 2024-25, and ongoing, and that approximately 10,000 vacant positions will be permanently eliminated beginning in 2025-26. The 2024 Budget Act includes CS 4.12 which provides the Department of Finance (Finance) authority to reduce departmental budgets to capture savings related to vacant positions in 2024-25. Pursuant to CS 4.12, departmental appropriations will be adjusted to reflect savings through the Budget Executive Order process. CS 4.12 requires Finance to report to the Legislature on January 10, 2025 (as part of the 2025-26 Governor's Budget), the total savings associated with the permanent elimination of vacant positions in 2025-26, including the department, program(s),

and job classification(s), for each vacant position proposed to be eliminated through CS 4.12.

II. General Instructions

Finance has estimated the savings associated with vacant positions for every state entity as of June 2024 and anticipates that up to half of the estimated savings from vacant positions will be reduced from departmental budgets beginning in the 2024-25 fiscal year and ongoing, and the associated position authority will be permanently removed effective in the 2025-26 fiscal year. The estimated savings are based on data reported by departments to the State Controller's Office (SCO) on filled positions for June 2024 and include salary and benefit costs associated with each vacant position. Finance Budget Analysts will provide departments with their estimated savings (by General Fund and all other funds), along with the Workbook that must be completed and submitted to Finance. As part of this submission, departments must:

1. Identify vacant positions to be eliminated starting in 2025-26 to achieve the required ongoing savings provided in the Workbook.
2. Schedule the associated reductions to the proper item(s) of appropriation.
3. Submit the Workbook, Hyperion adjustments, and any related supporting documentation to Finance Budget Analysts no later than **August 16, 2024**. Where applicable, the associated Agency must be CC'd on all department submissions.

This information is necessary to provide the scheduling information to the SCO to process the Budget Executive Order pursuant to CS 4.12. If a department fails to complete all these steps within the deadline, Finance will schedule the adjustment and, in such instances, departments may not have an opportunity to request further changes or make corrections to the scheduling.

Finance Budget Analysts will notify departments if changes to the CS 4.12 Vacancy Savings and Position Elimination Adjustment Workbook are necessary.

Please refer to the following instructions to determine and schedule reductions.

III. Control Section 4.12 Vacancy Savings and Position Elimination Adjustment Workbook

CS 4.12 Checklist Tab

Departments are to utilize the CS 4.12 Checklist Tab to verify the accurate completion of the Workbook, the associated Hyperion entries, and the BBA Excel Upload Template, if used. Prior to submission, departmental accounting management must approve the scheduled items and programs to ensure proper posting to SCO's legacy system.

There are seven worksheets in the Workbook; each is detailed below.

CS 4.12 Worksheet Summary Tab

This worksheet displays the total adjustments that are calculated on Worksheets 1, 2, and 3. Cells within this worksheet are formula driven and cannot be altered.

Worksheet 1: CS 4.12 Fund Allocation

Departments need to review the required savings as allocated by Finance on the Fund Allocation tab of the worksheet. The General Fund totals are preset and cannot be changed. Departments need to allocate the required non-General Fund savings to the department's authorized special funds, nongovernmental cost funds, and reimbursement fund as appropriate. The total savings allocated on the Fund Allocation tab should match the Required Savings total provided by Finance. Any approved changes will be accounted for on the Exclusions and Worksheet Summary tabs.

Worksheet 2: CS 4.12 Exclusions to Vacant Position Savings

Departments need to enter any proposed changes to the amount or distribution of required savings between General Fund and Other Funds on the Exclusions tab. Departments must provide justification for each requested change and must receive concurrence from Agency **prior to submission of this drill** on Friday, August 16, 2024.

Worksheet 3: CS 4.12 Vacant Position Elimination

Departments are to identify the individual vacant positions for which savings will be captured through CS 4.12. The total cost of these positions should sum to the total adjustments displayed on the CS 4.12 Summary Worksheet and should identify the following information for each vacant position:

1. Budgetary Program
2. Classification Title
3. Collective Bargaining Unit Identifier
4. Position Type
5. Position Number
6. Annual savings for eliminating the position, including salaries, benefits, and retirement costs

The 2024 Budget Act proposes to permanently eliminate position authority for positions identified on this tab **beginning in 2025-26**.

Worksheet 4: CS 4.12 Hyperion Expenditure Adjustments

Departments must provide the unique appropriation item information (BU, Reference, Fund, Item, Program, Category, and Fund Class) for each expenditure adjustment. Departments must use valid appropriation items when scheduling adjustments. Invalid items and program combinations cannot be processed by SCO and lead to significant delays and additional workload for departments. Typically, only those item and program combinations displayed in the 2024 Budget Act or an amendment to the 2024 Budget Act are valid, unless they impact a continuously appropriated item.

To correctly classify funds and reduce errors, the CS 4.12 Hyperion Expenditure Adjustments Worksheet includes a drop-down list of all funds by fund number as well as all applicable adjustment categories to select from rather than needing to be keyed in manually.

The fund classification will auto-populate based on the fund/category selected; federal funds and bond funds are classified as non-governmental cost funds. While this process should help minimize errors, departments must verify each fund classification by reconciling it to the [Uniform Codes Manual \(UCM\)](#). Please refer to the UCM, Numerical Fund Listing. If a fund does not appear in the drop-down list, please contact your Finance Budget Analyst prior to submission.

Worksheet 5: CS 4.12 Hyperion Full-Time Equivalent Position Authority Adjustments

Departments must provide the unique appropriation item information (BU, Reference, Fund, Item, Program, Category, and Fund Class) for each position authority adjustment. Departments must use valid appropriation items when scheduling adjustments. Finance publishes an Active Item List on its website for reference. Invalid items and program combinations cannot be processed by SCO and lead to significant delays. Typically, only those item and program combinations displayed in the 2024 Budget Act or an amendment to the 2024 Budget Act are valid, unless they impact a continuously appropriated item.

To correctly classify funds and reduce errors, the CS 4.12 Hyperion Full-Time Equivalent Position Authority Adjustments Worksheet includes a drop-down list of all funds by fund number as well as all applicable adjustment categories to select from rather than needing to be keyed in manually. The fund classification will auto-populate based on the fund/category selected; federal funds and bond funds are classified as non-governmental cost funds. While this process should help minimize errors, departments must verify each fund classification by reconciling it to the Uniform Codes Manual (UCM). Please refer to the UCM, Numerical Fund Listing. If a fund does not appear in the drop-down list, please contact your Finance Budget Analyst prior to submission.

Worksheet 6: CS 4.12 Crossies

To verify that all adjustments within the Workbook agree, the formula-driven crossies on this worksheet must all be "0" for both the current and budget years.

IV. Instructions—BRs in Hyperion and BBA Upload Templates

General Information

After completing all of the Workbook, departments are required to complete a BR in Hyperion for the CS 4.12 Vacancy Savings and Position Elimination Adjustment. Adjustments in Hyperion must correspond to the adjustments listed on the Worksheet and Hyperion Full-Time Equivalent Position Authority Adjustments Worksheet. If uploading to Hyperion, departments must use the latest BBA Excel Upload Template.

Departments must use the following for the BR created:

1. Use the standard naming conventions to provide a unique BR name (for example, 2222-XXX-BBA-2025-GB). **REMINDER:** To improve coordination and reduce system kick outs, departments and Finance Budget Analysts should use BR sequencers that match the last three digits of the BR identifier in Hyperion. For example, BR identifier: BR 0010 with BR Name: 2222-010-BBA-2025-GB. See Budget Request Naming Convention in Hyperion for additional information.
2. For purposes of this BL, the BR Title **must** be "Section 4.12 Vacancy Savings and Position Elimination Adjustment."

3. For departments using the BBA Excel Upload Template, use the drop-down menu to select the appropriate BU, Request ID, Version, and Year.

Baseline Adjustment Type

Departments must select BBA type “**Issue Specific Adjustment**” from the drop-down menu in the Baseline Adjustment Type tab.

Baseline Adjustments (Expenditures)

Using the drop-down menus, specify the Item, Enactment Year, Program, and Category for each unique combination of funding needed for the adjustment. For purposes of this BL, the only acceptable Categories to select are Category 510XXXX (Salaries and Wages) and Category 515XXXX (Staff Benefits), unless scheduling adjustments as Distributed Administrative Costs (Program 9900200), which use Category 5342500 (Indirect Distributed Cost).

Reimbursements will also be captured in Category 510XXXX and 515XXXX in Fund 0995.

Reductions to expenditure authority will be scheduled in 2024-25 (current year), 2025-26 (budget year), and ongoing.

Distributed Administration Costs

Departments that continue to distribute administrative costs will need to reflect that distribution for applicable Employee Compensation Reductions. To properly reflect the in-and-out nature of distributed administrative costs, a three-entry scheme is required:

1. Program 9900100-Administration (negative adjustment) and Category 510XXXX or 515XXXX (earnings, benefits and retirement) to show the negative total being distributed to a particular program(s).
2. Program 9900200-Administration - Distributed (positive adjustment) and Category 5342500-Indirect Distributed Cost to reflect total distributed cost.
3. The program (negative adjustment) that pays for the distributed cost with Category 5342500-Indirect Distributed Cost.

This process ensures the distributed administration costs show in the program total.

Baseline Adjustments (Position Authority)

Using the drop-down menus, specify the Item, Enactment Year, Program, and Category for each unique combination of position authority needed for the adjustment. For purposes of this BL, the only acceptable Category to select is Category 5100000 (Permanent Civil Service Employees). **Reductions to position authority will be scheduled in 2025-26, and ongoing.**

V. Additional Vacant Position Reductions

The 2024 Budget Act also includes 7.95 percent reductions to agencies and departments' ongoing state operations budgets beginning in 2024-25. Finance will issue an additional BL further detailing the process for implementing the 7.95 percent state operations reductions. Agencies and departments may identify additional savings related to vacant positions not captured under CS 4.12 to achieve the statutorily approved government efficiency reductions in 2024-25.

If you have any questions regarding this BL, please contact your Principal Program Budget Analyst.

/s/ Jennifer Whitaker

Jennifer Whitaker
Program Budget Manager

CBOT Revenue Report

Fiscal Year: 2023-2024

FM 12

	June 2024	YTD
Delinquent Fees	\$2,580	\$47,415
Delinquent Renewal OT	\$2,160	\$35,235
Delinquent Renewal OTA	\$420	\$12,180
Other Regulatory Fees	\$2,892	\$54,788
Citation Fines	\$2,095	\$40,873
Duplicate License OT	\$325	\$9,600
Duplicate License OTA	\$100	\$2,000
FTB Cite Fine Collection	\$372	\$2,315
Other Regulatory License and Permits	\$23,671	\$460,234
Initial License OT	\$14,220	\$286,865
Initial License OTA	\$3,500	\$61,437
Limited Permit OT	\$400	\$6,700
Limited Permit OTA	\$200	\$1,900
Retired Status OT	\$275	\$2,675
Retired Status OTA	\$75	\$775
Application Fee OT	\$4,000	\$78,450
Application Fee OTA	\$1,050	\$21,500
Refunded Reimbursements	-\$49	-\$833
Suspended Revenue	\$0	\$1,949
Prior Year Revenue Adjustment	\$0	-\$1,184
Other Revenue	\$2,048	\$85,400
Misc Serv To Public General	\$1,680	\$30,450
Investment Income - Surplus Money Investments	\$0	\$54,234
Canceled Warrants Revenue	\$149	\$470
Escheat Unclaimed Property	\$219	\$219
Misc Revenue	\$0	\$1
Dishonored Check Fee	\$0	\$25
Renewal Fees	\$20,100	\$2,493,735
Renewal OT	\$15,930	\$2,021,785
Renewal OTA	\$3,150	\$396,630
Restore License To Active OT	\$0	\$2,700
Restore License To Active OTA	\$0	\$840
Inactive Renewal OT	\$810	\$57,410
Inactive Renewal OTA	\$210	\$14,370
TOTAL Revenue	\$51,292	\$3,141,572
Scheduled Reimbursements	\$2,009	\$32,879
Fingerprint Reports	\$2,009	\$32,879
Unscheduled Reimbursements	\$200	\$8,783
US Cost Recovery	\$200	\$8,783
TOTAL Reimbursements	\$2,209	\$41,662

CBOT Expenditure Report

Fiscal Year: 2023 - 2024

FM: 12

PERSONAL SERVICES					
	Budget	June 2024	YTD	Encumb	YTD + Encumb
5100 PERMANENT POSITIONS	\$1,200,000	\$79,063	\$989,815	\$0	\$989,815
Earnings - Permanent Civil Service Employee	\$1,118,000	\$69,875	\$881,172	\$0	\$881,172
Earnings - Exempt/Statutory Employee	\$82,000	\$9,188	\$108,643	\$0	\$108,643
5100 TEMPORARY POSITIONS	\$4,000	\$8,675	\$101,302	\$0	\$101,302
Temp Help	\$4,000	\$8,675	\$101,302	\$0	\$101,302
5105-5108 PER DIEM, OVERTIME, & LUMP SUM	\$20,000	\$1,600	\$13,899	\$0	\$13,899
Bd/Commission Mbrs (901, 920)	\$20,000	\$1,600	\$10,900	\$0	\$10,900
OT Earn Oth than to Temp Help	\$0	\$0	\$2,999	\$0	\$2,999
5150 STAFF BENEFITS	\$783,000	\$44,047	\$602,666	\$0	\$602,666
Dental Insurance	\$2,000	\$474	\$4,953	\$0	\$4,953
Disability Leave - Nonindustrial	\$2,000	\$0	\$0	\$0	\$0
Employee Assistance PGM Fee	\$0	\$24	\$264	\$0	\$264
Health Insurance	\$273,000	\$11,004	\$90,691	\$0	\$90,691
Life Insurance	\$0	\$15	\$225	\$0	\$225
Medicare Taxation	\$7,000	\$1,235	\$15,240	\$0	\$15,240
OASDI	\$84,000	\$4,743	\$60,947	\$0	\$60,947
Retirement - General	\$367,000	\$25,096	\$320,228	\$0	\$320,228
Unemployment Insurance	\$3,000	\$0	\$0	\$0	\$0
Vision Care	\$1,000	\$108	\$1,282	\$0	\$1,282
Workers' Compensation	\$28,000	\$0	\$59	\$0	\$59
SCIF Allocation Cost	\$0	-\$5,611	\$16,135	\$0	\$16,135
Other Post-Employment Benefits	\$16,000	\$2,293	\$30,490	\$0	\$30,490
Staff Benefits - Other	\$0	\$4,666	\$62,153	\$0	\$62,153
TOTAL PERSONAL SERVICES	\$2,007,000	\$133,385	\$1,707,682	\$0	\$1,707,682

CBOT Expenditure Report

Fiscal Year: 2023 - 2024

FM: 12

OPERATING EXPENSES & EQUIPMENT					
	Budget	June 2024	YTD	Encumb	YTD + Encumb
5301 GENERAL EXPENSE	\$59,000	\$0	\$27,386	\$4,096	\$31,482
Admin OH-Other State Agencies	\$0	\$0	\$107	\$0	\$107
Fingerprint Reports	\$22,000	\$0	\$19,462	\$0	\$19,462
Conferences	\$0	\$0	\$1,163	\$0	\$1,163
Freight and Drayage	\$0	\$0	\$2,747	\$332	\$3,079
Goods - Other	\$37,000	\$0	\$0	\$0	\$0
Office Supplies - Misc	\$0	\$0	\$3,752	\$3,764	\$7,516
Subscriptions	\$0	\$0	\$155	\$0	\$155
5302 PRINTING	\$19,000	\$0	\$9,329	\$13,587	\$22,915
Office Copiers - Maintenance	\$0	\$0	\$1,099	\$971	\$2,070
Printing - Other	\$19,000	\$0	\$8,230	\$12,616	\$20,845
5304 COMMUNICATIONS	\$14,000	\$131	\$2,775	\$0	\$2,775
Telephone Services	\$0	\$131	\$2,775	\$0	\$2,775
Communications - Other	\$14,000	\$0	\$0	\$0	\$0
5306 POSTAGE	\$18,000	\$0	\$4,410	\$0	\$4,410
DCA Postage Allo	\$0	\$0	\$4,410	\$0	\$4,410
Postage - Other	\$18,000	\$0	\$0	\$0	\$0
5308 INSURANCE	\$0	\$32	\$32	\$0	\$32
Insurance - Other	\$0	\$32	\$32	\$0	\$32

CBOT Expenditure Report

Fiscal Year: 2023 - 2024

FM: 12

	Budget	June 2024	YTD	Encumb	YTD + Encumb
53202-204 IN STATE TRAVEL	\$25,000	\$328	\$19,496	\$0	\$19,496
Travel-In State-Per Diem Lodgi	\$0	\$0	\$138	\$0	\$138
Travel-In State-Per Diem Meals	\$0	\$68	\$2,720	\$0	\$2,720
Travel-In State-Per Diem Other	\$0	\$0	\$557	\$0	\$557
Travel-In St-Trav Agcy Mgt Fee	\$0	\$0	\$119	\$0	\$119
Travel-In State-Commercial Air	\$0	\$0	\$12,999	\$0	\$12,999
Travel-In State - Rail & Bus	\$0	\$0	\$24	\$0	\$24
Lyft-Transportation Network Co	\$0	\$0	\$232	\$0	\$232
Uber-Transportation Network Co	\$0	\$0	\$179	\$0	\$179
Travel - In State -Private Car	\$0	\$260	\$1,640	\$0	\$1,640
Travel - In State - Rental Car	\$0	\$0	\$889	\$0	\$889
Travel - In State - Other	\$25,000	\$0	\$0	\$0	\$0
5322 TRAINING	\$9,000	\$0	\$5,850	\$0	\$5,850
Training - Tuition & Registration	\$9,000	\$0	\$5,850	\$0	\$5,850
5324 FACILITIES	\$147,000	\$12,016	\$145,369	\$0	\$145,369
Facilities Operations	\$18,000	\$0	\$0	\$0	\$0
Facilities Ops - Other (Svcs)	\$0	\$0	\$4,124	\$0	\$4,124
Facilities Planning -Gen Svcs	\$0	\$443	\$4,783	\$0	\$4,783
Rents and Leases	\$129,000	\$0	\$0	\$0	\$0
Rent -Bldgs&Grounds(Non State)	\$0	\$11,573	\$136,463	\$0	\$136,463
53402-53403 C/P SERVICES (INTERNAL)	\$243,000	\$15,195	\$196,267	\$0	\$196,267
Legal - Attorney General	\$197,000	\$14,456	\$176,319	\$0	\$176,319
Office of Adminis Hearings	\$46,000	\$738	\$19,948	\$0	\$19,948

CBOT Expenditure Report

Fiscal Year: 2023 - 2024

FM: 12

	Budget	June 2024	YTD	Encumb	YTD + Encumb
53404-53405 C/P SERVICES (EXTERNAL)	\$58,000	\$4,076	\$47,534	\$11,670	\$59,203
Administrative	\$0	\$3,904	\$44,005	\$10,995	\$55,000
Subject Matter Experts	\$0	\$0	\$1,763	\$0	\$1,763
Legal - Witness Fees	\$7,000	\$0	\$0	\$0	\$0
Evidence/Witness Fees	\$0	\$0	\$0	\$675	\$675
Consult & Prof Svcs Extern Oth	\$7,000	\$172	\$172	\$0	\$172
Court Reporter Servs	\$44,000	\$0	\$1,594	\$0	\$1,594
5342 DEPARTMENT PRORATA	\$752,000	(\$21,981)	\$702,239	\$0	\$702,239
Division of Investigation DOI	\$92,000	-\$2,594	\$82,626	\$0	\$82,626
Consumer Client Services Division CCSD	\$660,000	-\$19,387	\$619,613	\$0	\$619,613
5342 DEPARTMENTAL SERVICES	\$0	\$190	\$616	\$0	\$616
Departmental Services - Other	\$0	\$190	\$616	\$0	\$616
5344 CONSOLIDATED DATA CENTERS	\$14,000	\$1,230	\$13,408	\$0	\$13,408
Consolidated Data Centers	\$14,000	\$1,230	\$13,408	\$0	\$13,408
5346 INFORMATION TECHNOLOGY	\$4,000	\$0	\$0	\$185	\$185
IT Services - Software Maint	\$0	\$0	\$0	\$185	\$185
Information Technology - Other	\$4,000	\$0	\$0	\$0	\$0
5362-5368 EQUIPMENT	\$4,000	\$0	\$971	\$2,315	\$3,286
Computers & Computer Equipment	\$0	\$0	\$0	\$2,315	\$2,315
Office Equipment	\$4,000	\$0	\$0	\$0	\$0
Software	\$0	\$0	\$971	\$0	\$971
54 SPECIAL ITEMS OF EXPENSE	\$0	\$1,223	\$1,559	\$0	\$1,559
Other Special Items of Expense	\$0	\$1,223	\$1,559	\$0	\$1,559
OPERATING EXPENSES & EQUIPMENT	\$1,366,000	\$12,439	\$1,177,240	\$31,852	\$1,209,093
OVERALL TOTAL EXPENDITURES	\$3,373,000	\$145,824	\$2,884,922	\$31,852	\$2,916,774

CA Board of Occupational Therapy Fund
Analysis of Fund Condition
(Dollars in Thousands)
2024 Budget Act W-FM12 Projection

Prepared 8.12.2024

	ACTUAL	PY	CY	BY	BY +1
	2022-23	2023-24	2024-25	2025-26	2026-27
BEGINNING BALANCE	\$ 1,438	\$ 1,478	\$ 1,363	\$ 947	\$ 448
Prior Year Adjustment	\$ -18	\$ -	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 1,420	\$ 1,478	\$ 1,363	\$ 947	\$ 448
 REVENUES, TRANSFERS AND OTHER ADJUSTMENTS					
Revenues					
Delinquent fees	\$ 41	\$ 48	\$ 43	\$ 43	\$ 43
Renewal fees	\$ 2,415	\$ 2,494	\$ 2,562	\$ 2,562	\$ 2,562
Other regulatory fees	\$ 59	\$ 55	\$ 55	\$ 55	\$ 55
Other regulatory licenses and permits	\$ 460	\$ 460	\$ 478	\$ 478	\$ 478
Miscellaneous Services to the Public	\$ 30	\$ 30	\$ 29	\$ 29	\$ 29
Income from surplus money investments	\$ 43	\$ 54	\$ 11	\$ 7	\$ -
Escheat of unclaimed checks and warrants	\$ -	\$ 1	\$ 1	\$ 1	\$ 1
Totals, Revenues	\$ 3,048	\$ 3,142	\$ 3,179	\$ 3,175	\$ 3,168
Totals, Transfers and Other Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS, REVENUES, TRANSFERS AND OTHER ADJUSTMENTS	\$ 3,048	\$ 3,142	\$ 3,179	\$ 3,175	\$ 3,168
TOTAL RESOURCES	\$ 4,468	\$ 4,620	\$ 4,542	\$ 4,122	\$ 3,616

	ACTUAL 2022-23	PY 2023-24	CY 2024-25	BY 2025-26	BY +1 2026-27
Expenditures:					
Board Operations	\$ 2,708	\$ 2,975	\$ 3,361	\$ 3,462	\$ 3,566
Supplemental Pension Payments	\$ 42	\$ 42	\$ 22	\$ -	\$ -
Statewide Pro Rata	\$ 240	\$ 240	\$ 212	\$ 212	\$ 212
TOTALS, EXPENDITURES	\$ 2,990	\$ 3,257	\$ 3,595	\$ 3,674	\$ 3,778
FUND BALANCE					
Reserve for economic uncertainties	\$ 1,478	\$ 1,363	\$ 947	\$ 448	\$ -162
Months in Reserve	5.4	4.5	3.1	1.4	-0.5

NOTES:

1. Assumes workload and revenue projections are realized in BY and ongoing.
2. Expenditure growth projected at 3% beginning BY+1.

Scope of Practice is Established in Two Ways:

1. **Statute** – What the Legislature says
Cal. Society of Anesthesiologists v. Brown (2012) 204 Cal.App.4th 390 [scope of nursing practice rests on statutory authority]
2. **Regulations** – Defined in a rule-making ONLY to the extent the statute allows for authority to make the scope more specific (Important note: Regulations cannot expand scope)

Scope of Practice is NOT Determined By:

- Motion by the Board simply to expand the scope of practice; or
- Industry practice – “ I’ve already been doing it for the last 30 years.”

REGULATIONS UPDATE REPORT

Pending Rulemaking files: In-Process

Rulemaking File Section and Subject	Status	Date Submitted to DCA legal for review/ approval	Date Pkg Returned by DCA legal with edits & suggestions	Date Resubmitted to DCA legal for review/ approval	Date Pkg Returned by DCA legal with edits & suggestions	Date Language to be Published
Amend Sections: 4102, Filing of Addresses, 4150, Definitions 4151, Hand Therapy, 4152, Physical Agent Modalities, 4153, Swallowing Assessment Evaluation, or Intervention, 4154, Education and Training, 4161, Continuing Competency, 4162, Completion and Reporting Requirements.	Language approved by Board at August 2023 & November 2023 meetings	08/30/2023	10/2/2023	3/22/2024	4/25/2024	
Amend Sections: 4110, Applications, 4111, Place of Filing, 4112, Review of Application, 4114, Abandonment of Application.	Language approved by Board at August 2023 meetings	09/29/2023	10/3/2023	11/30/2023 04/05/2024 06/27/2024 8/1/2024	12/26/2023 04/10/2024 06/28/2024 Legal to review after 8/13/24	

REGULATIONS UPDATE REPORT

Pending Rulemaking files: In-Process

Rulemaking File Section and Subject	Status	Date Submitted to DCA legal for review/ approval	Date Pkg Returned by DCA legal with edits & suggestions	Date Resubmitted to DCA legal for review/ approval	Date Pkg Returned by DCA legal with edits & suggestions	Date Language to be Published
<p>Amend Sections: 4101, Delegation of Certain Functions, 4141, Assessment of Administrative Fines, 4146, Definitions, 4146.5, Effective Dates of Decisions, 4147, Disciplinary Guidelines, 4147.5, Uniform Standards Related to Substance Abuse, and 4149.1, Revocation for Sexual Contact;</p> <p>Add Sections: 4146.1, Substantial Relationship Criteria, 4146.7, Rehabilitation Criteria for Applicants, 4146.8, Rehabilitation Criteria for Licensees, 4147.7, Probation Monitoring Costs, 4149.6, Petitions for Modification of Penalty or Termination of Probation, 4149.7, Petitions for Reinstatement of License.</p>	Language approved by Board at August 2023 meeting	TBD				

REGULATIONS UPDATE REPORT

Pending Rulemaking files: In-Process

Rulemaking File Section and Subject	Status	Date Submitted to DCA legal for review/ approval	Date Pkg Returned by DCA legal with edits & suggestions	Date Resubmitted to DCA legal for review/ approval	Date Pkg Returned by DCA legal with edits & suggestions	Date Language to be Published
<p>Amend Sections: 4180, Definitions 4181, Supervision Parameters</p>	<p>Language approved by Board at November 2022 & August 2023 meetings</p> <p>* Referred to the Ad Hoc Committee on Supervision Standards to evaluate requirements</p>	<p>TBD</p>				

REGULATIONS UPDATE REPORT

Pending Rulemaking files: Process Not Yet Started

Rulemaking File Subject	Section(s)	Priority	Status	Comments
Application/Renewal Attestation	4110.1 4122	1	Language approved by the Board members. Rulemaking file to be completed and submitted to DCA.	Language would implement BPC 2570.6 and 2570.10
Language for OTs to request to supervise more than three OTAs	TBD	TBD	Practice Committee to review and provide recommendations to the Board.	Language would implement BPC 2570.3(j)(2).
Patient record retention requirements when a business is closed/sold/inherited or has a change of ownership; or if practitioner is no longer in private practice	TBD	TBD	Practice Committee to review and provide recommendations to the Board.	Language provides specificity to language in BPC 2570.185.

CBOT CASES/COMPLAINTS DATA

April 1, 2024 – June 30, 2024

CATEGORY	QUANTITY
<i>Total Complaints Opened/Received:</i>	159
Conviction/Arrest Investigations:	26
Complaints Opened/Received:	133
Petition for Reinstatement Received	1
Applications Denied per BPC 480:	0
Complaints Closed	247
<i>Total Complaints/Cases Pending:</i> Q3 pending cases + Q4 cases rec'd – Q4 cases closed = HM's calculation	406
DOI Investigations Initiated:	3
DOI Investigation Reports Received:	1
<i>DOI Investigations Pending:</i>	14
Cases Transmitted to AGO:	9
Statement of Issues Filed:	0
Accusations Filed:	9
BPC 820 Ordered:	0
PC 23 Issued:	0
ISO Issued:	0
Petition to Revoke Probation (PTR) Filed:	1
Accusation and PTR Filed:	0
Case(s) Withdrawn:	3
Case(s) Dismissed	0
<i>Total Cases Pending at Office of the Attorney General</i>	31
Cease Practice Order(s) Issued:	0
Cease Practice Order(s) Lifted:	0
Final Decisions Effective:	3

OT CITATIONS
April 1, 2024 - June 30, 2024

#	VIOLATION						FINE	FINE REDUCE	TOTAL FINE DUE	DATE ISSUED	ABATE	APPEAL RECEIVED				PAYMENT			
	FTC	UPC	ULP	PDU	ADC	OTHER						ICRC	ADMIN	DISMISSED	WITHDRAWN	Payment Date	Paid in Full	Payment Amount	Balance (OT)
1			1				\$500		\$500	04/02/24	1							\$500	
1	1		1		1		\$685		\$685	04/04/24	1							\$685	
1					1		\$85		\$85	04/05/24	0				4/25/2024	1	\$85	\$0	
1					1		\$85		\$85	04/05/24	0				4/8/2024	1	\$85	\$0	
1					1		\$85	\$85	\$0	04/05/24	1							\$0	
1					1		\$85		\$85	04/05/24	1				7/27/2024	1	\$85	\$0	
1					1		\$85		\$85	04/08/24	0				5/1/2024		\$85	\$0	
1					1		\$85		\$85	04/08/24	0				4/29/2024	1	\$85	\$0	
1	1						\$600		\$600	04/08/24	1							\$600	
1			1				\$500		\$500	04/08/24	0	1						\$500	
1					1		\$85		\$85	04/09/24	0				5/2/2024	1	\$85	\$0	
1	1						\$600		\$600	04/12/24	1							\$600	
1					1		\$85		\$85	04/12/24	1							\$85	
1					1		\$85		\$85	04/12/24	1							\$85	
1					1		\$85		\$85	04/12/24	0							\$85	
1					1		\$85		\$85	04/12/24	0				5/3/2024	1	\$85	\$0	
1					1		\$85		\$85	04/17/24	0				5/20/2024	1	\$85	\$0	
1					1		\$85.00		\$85	04/17/24	0				4/30/2024	1	\$85	\$0	
1			1				\$225		\$225	05/23/24	0				6/16/2024	1	\$225	\$0	
1					1		\$85		\$85	05/29/24	1							\$85	
1					1		\$85		\$85	05/29/24	0							\$85	
1					1		\$85		\$85	05/29/24	0				7/5/2024	1	\$85	\$0	
1					1		\$85		\$85	06/18/24	0							\$85	

OT CITATIONS
April 1, 2024 - June 30, 2024

#	VIOLATION						FINE	FINE REDUCE	TOTAL FINE DUE	DATE ISSUED	ABATE	APPEAL RECEIVED				PAYMENT			
	FTC	UPC	ULP	PDU	ADC	OTHER						ICRC	ADMIN	DISMISSED	WITHDRAWN	Payment Date	Paid in Full	Payment Amount	Balance (OT)
1					1		\$85		\$85	06/18/24	0							\$85	
1					1		\$85		\$85	06/18/24	0				7/19/2024	1	\$85	\$0	
1					1		\$85		\$85	06/18/24	0				6/30/2024	1	\$85	\$0	
1					1		\$85		\$85	06/18/24	0				6/20/2024	1	\$85	\$0	
1					1		\$85		\$85	06/18/24	0				7/17/2024	1	\$85	\$0	
1					1		\$85		\$85	06/18/24	0							\$85	
1					1		\$85		\$85	06/18/24	1							\$85	
1					1		\$85		\$85	06/20/24	0							\$85	
1					1		\$85		\$85	06/20/24	1							\$85	
1			1				\$375		\$375	06/20/24	0							\$375	
1			1				\$225		\$225	06/20/24	0							\$225	
1	1						\$600		\$600	06/20/24	1							\$600	
1			1				\$225		\$225	06/20/24	0				6/23/2024	1	\$225	\$0	
1					1		\$85		\$85	06/20/24	1							\$85	
1			1				\$420		\$420	06/20/24	0							\$420	
1			1				\$150		\$150	06/20/24	0				6/28/2024	1	\$150	\$0	
1	1						\$600		\$600	06/20/24	1				7/9/2024	1	\$600	\$0	
1					1		\$85		\$85	06/20/24	0				7/19/2024	1	\$85	\$0	
1					1		\$85		\$85	06/20/24	0				7/16/2024	1	\$85	\$0	
1					1		\$85		\$85	06/21/24	0				6/25/2024	1	\$85	\$0	
1					1		\$85		\$85	06/20/24	0							\$85	
1					1		\$85		\$85	06/20/24	1							\$85	
1			1				\$300		\$300	06/21/24	0							\$300	

OT CITATIONS
April 1, 2024 - June 30, 2024

#	VIOLATION						FINE	FINE REDUCE	TOTAL FINE DUE	DATE ISSUED	ABATE	APPEAL RECEIVED				PAYMENT			
	FTC	UPC	ULP	PDU	ADC	OTHER						ICRC	ADMIN	DISMISSED	WITHDRAWN	Payment Date	Paid in Full	Payment Amount	Balance (OT)
1			1				\$150		\$150	06/21/24	0					7/2/2024	1	\$150	\$0
1			1				\$150		\$150	6/21/24	0					7/2/2024	1	\$150	\$0
1			1				\$260		\$260	06/21/24	0					7/17/2024	1	\$260	\$0
1		1					\$700		\$700	06/24/24	0					7/19/2024	1	\$700	\$0
1	1						\$600		\$600	06/24/24	1								\$600
1	1						\$600		\$600	06/24/24	1								\$600
1			1				\$150		\$150	06/24/24	0					7/17/2024	1	\$150	\$0
1			1				\$300		\$300	06/24/24	0					7/24/2024	1	\$300	\$0
1			1				\$300		\$300	06/25/24	0					7/10/2024	1	\$300	\$0
1			1				\$600		\$600	06/25/24	0					7/19/2024	1	\$600	\$0
1			1				\$375		\$375	06/25/24	0	1				6/30/2024	1	\$375	\$0
1	1						\$225		\$225	06/25/24	1					7/31/2024	1	\$225	\$0
1			1				\$150		\$150	06/25/24	0					7/16/2024	1	\$150	\$0
1			1				\$150		\$150	06/25/24	0					7/12/2024	1	\$150	\$0
1	1						\$600		\$600	06/25/24	1								\$600
1			1				\$225		\$225	06/25/24	0					7/3/2024	1	\$225	\$0
1			1				\$500		\$500	06/25/24	0					6/29/2024	1	\$500	\$0
1			1				\$1,400		\$1,400	06/25/24	0					6/28/2024	1	\$1,400	\$0
1					1		\$85		\$85	06/26/24	0					6/26/2024	1	\$85	\$0
1					1		\$85		\$85	06/26/24	0					7/21/2024	1	\$85	\$0
1			1				\$300		\$300	06/26/24	0								\$300
1				1			\$600		\$600	06/26/24	1								\$600
1	1						\$600		\$600	06/24/24	1								\$600

OT CITATIONS
April 1, 2024 - June 30, 2024

#	VIOLATION						FINE	FINE REDUCE	TOTAL FINE DUE	DATE ISSUED	ABATE	APPEAL RECEIVED				PAYMENT			
	FTC	UPC	ULP	PDU	ADC	OTHER						ICRC	ADMIN	DISMISSED	WITHDRAWN	Payment Date	Paid in Full	Payment Amount	Balance (OT)
1	1						\$600		\$600	06/25/24	1							\$600	
1					1		\$85		\$85	06/26/24	0				7/21/2024	1	\$85	\$0	
1					1		\$85		\$85	06/25/24	0				7/2/2024	1	\$85	\$0	
1					1		\$85		\$85	6/27/24	0				7/19/2024	1	\$85	\$0	
1	1						\$600		\$600	6/24/24	1							\$600	
1	1						\$600		\$600	6/25/24	1							\$600	
1					1		\$85		\$85	6/28/24	1							\$85	
1					1		\$85		\$85	6/28/24	0							\$85	
1					1		\$85		\$85	6/28/24	1							\$85	
1			1				\$260		\$260	6/21/24	0				7/21/2024	1	\$260	\$0	
1					1		\$85		\$85	6/28/24	0				7/23/2024	1	\$85	\$0	
1					1		\$85		\$85	6/28/24	0				7/3/2024	1	\$85	\$0	
1					1		\$85		\$85	6/28/24	0							\$85	
82	13	1	25	1	44	0	\$20,655	\$85	\$20,570		26	2	0	0	1		43	\$9,135	\$11,435

Violation Key:

FTC - Failure to Cooperate
UPC - Unprofessional Conduct
ULP - Unlicensed Practice

PDU - Continuing Education
ADC - Failure to Notify of Address Change
OTHER (Negligence, etc.)

OTA CITATIONS
April 1, 2024 - June 30, 2024

#	VIOLATION						FINE	FINE REDUCE	TOTAL FINE DUE	DATE ISSUED	ABATE	APPEAL RECEIVED				PAYMENT			
	FTC	UPC	ULP	PDU	ADC	OTHER						ICRC	ADMIN	DISMISSED	WITHDRAWN	Payment Date	Paid in Full	Payment Amount	Balance (OT)
1			1				\$225		\$225	04/02/24	0					4/5/2024	1	\$225	\$0
1					1		\$85		\$85	04/08/24	0					4/11/2024	1	\$85	\$0
1					1		\$85	\$85	\$0	04/09/24	0		1	1					\$0
1					1		\$85		\$85	04/17/24	1					4/20/2024	1	\$85	\$0
1			1				\$375		\$375	05/17/24	0					6/6/2024	1	\$375	\$0
1					1		\$85		\$85	05/29/24	0					6/18/2024	1	\$85	\$0
1					1		\$85		\$85	06/18/24	0					7/5/2024	1	\$85	\$0
1					1		\$85		\$85	06/18/24	1								\$85
1					1		\$85		\$85	06/18/24	0								\$85
1					1		\$85		\$85	06/18/24	1								\$85
1					1		\$85		\$85	06/18/24	0					7/9/2024	1	\$85	\$0
1					1		\$85		\$85	06/18/24	0								\$85
1					1		\$85		\$85	06/18/24	0					7/18/2024	1	\$85	\$0
1					1		\$85		\$85	06/18/24	0					7/8/2024	1	\$85	\$0
1					1		\$85		\$85	06/20/24	0								\$85
1			1				\$300		\$300	06/20/24	0					7/14/2024	1	\$300	\$0
1					1		\$85		\$85	06/20/24	1								\$85
1					1		\$85		\$85	06/20/24	1								\$85
1	1						\$685		\$685	06/21/24	1								\$685
1	1						\$600		\$600	06/24/24	1								\$600
1	1						\$600		\$600	06/25/24	1								\$600
1	1						\$600		\$600	06/25/24	1					7/25/2024	1	\$600	\$0

OTA CITATIONS
April 1, 2024 - June 30, 2024

#	VIOLATION						FINE	FINE REDUCE	TOTAL FINE DUE	DATE ISSUED	ABATE	APPEAL RECEIVED				PAYMENT			
	FTC	UPC	ULP	PDU	ADC	OTHER						ICRC	ADMIN	DISMISSED	WITHDRAWN	Payment Date	Paid in Full	Payment Amount	Balance (OT)
1					1		\$85		\$85	06/25/24	0					6/29/2024	1	\$85	\$0
1	1						\$600		\$600	06/25/24	1					7/24/2024	1	\$600	\$0
1					1		\$85		\$85	06/20/24	1								\$85
1					1		\$85		\$85	06/27/24	0								\$85
26	5	0	3	0	18	0	\$5,515	\$85	\$5,430		11	0	1	0	1		13	\$2,780	\$2,650

Violation Key:

FTC - Failure to Cooperate
 UPC - Unprofessional Conduct
 ULP - Unlicensed Practice

PDU - Continuing Education
 ADC - Failure to Notify of Address Change
 OTHER (Negligence, etc.)

CASES PENDING WITH THE OFFICE OF THE ATTORNEY GENERAL

Date Transmitted	Complaint Number	Case Type	Case Status
12/23/2022	2021-976	ACC	Stipulation scheduled for Board vote 8/22/2024.
3/06/2023	2021-632	ACC	Stipulation adopted 7/23/2024; to be served.
5/1/2024	2024-694	ACC	Default adopted 8/6/2024; to be served.
7/26/2023	2022-371	ACC	Stipulation adopted 7/23/2024; to be served.
8/8/2023	2024-011	ACC	Accusation served on 11/8/2023; Notice of Defense received 11/16/2023; mitigation received, and Settlement being considered.
8/14/2023	2023-502	ACC	Accusation served on 4/10/2024; Default requested.
8/14/2023	2024-022	ACC	Stipulation scheduled for Board vote 8/22/2024.
9/8/2023	2022-330	ACC	Amended Accusation served 8/7/2024; Stipulated Surrender received 8/14/2024.
9/11/2023	2022-210	ACC	Stipulation scheduled for Board vote 8/22/2024.
9/20/2023	2021-150	PTR	Hearing to be scheduled 8/1/2024 continued future TBD date.
10/11/2023	2024-121	ACC	Hearing scheduled 10/28/2024.
12/5/2023	2024-271	ACC	Settlement terms offered 8/9/2024.
12/8/2023	2024-268	ACC	Settlement terms offered 8/9/2024.
12/15/2023	2024-304	ACC	Notice of defense received 7/3/2024; hearing date requested.

Date Transmitted	Complaint Number	Case Type	Case Status
12/26/2023	2024-252	ACC	Default adopted 8/6/2024; to be served.
12/26/2023	2024-249	ACC	Default scheduled for Board vote 8/22/2024.
12/26/2023	2023-035	ACC	Negotiating settlement terms 8/12/2024.
12/29/2023	2023-367	ACC	Hearing scheduled 8/12/2024.
1/2/2024	2024-248	ACC	Default adopted 8/6/2024; to be served.
1/2/2024	2023-401	ACC	Accusation served 6/7/2024.
1/2/2024	2024-246	ACC	Accusation received from AG 4/17/2024.
1/2/2024	2023-369	ACC	Hearing Held 8/6/2024.
1/2/2024	2024-334	ACC	Accusation served 6/6/2024; Default requested 8/9/2024.
1/3/2024	2024-287	Reinstate	Proposed Decision received 6/20/2024; To be served.
3/1/2024	2024-525	ACC	Accusation served 6/11/2024; Default requested 8/12/2024.
3/1/2024	2024-584	ACC	Request to withdraw Accusation 8/07/2024.
4/16/2024	2024-237	ACC	Signed Accusation returned to DAG 8/14/2024.
6/19/2024	2024-691	ACC	Assigned to AG 6/27/2024.
6/20/2024	2024-256	ACC	Assigned to AG 6/27/2024.

Date Transmitted	Complaint Number	Case Type	Case Status
6/20/2024	2024-641	ACC	Assigned to AG 7/11/2024.
6/20/2024	2024-698	ACC	Assigned to AG 7/11/2024.
6/24/2024	2023-423	ACC	Assigned to AG 6/27/2024.
06/28/24	2024-744	Reinstate	Hearing scheduled 8/22/2024.

FINAL DECISIONS
April 1, 2024 – June 30, 2024

Effective	Name	Type	Violation
5/20/2024	Clark, Deonna	Revocation	Unprofessional Conduct
5/20/2024	Kent, Derek	Revocation	Unprofessional Conduct
5/20/2024	Wagus, Jose	Revocation	Unprofessional Conduct

Report updated 8/9/2024

LICENSEES CURRENTLY ON PROBATION

NAME	LICENSE #	LENGTH OF PROBATION	EFFECTIVE DATE	COMPLETION DATE
Bastianelli, Nachele	OT 11457	3 years	04/17/2022 *	
Caro, Tabitha	OTA 5002	3 years	11/27/2023*	
Dowd, Joshua	OT 18574	3 years	03/27/2018 *	
Edwards, Anna	OTA 2453	3 years	04/26/2019 *	
Ferrer, Oscar	OT 3726	3 years	07/19/2023	
Gonzalez, Susana	OTA 1298	3 years	07/23/2021	07/22/2024
Harding III, Jack	OT 11707	3 years	06/03/2021*	07/19/2024
Heng, Sonny	OT 18476	3 years	11/03/2021 *	
Jaghlassian, Linda	OTA 3079	3 years	03/30/2023 *	
Johnson, Anthony	OT 16291	4 years	03/01/2024	
Johnson, Janyce	OT 6848	3 years	02/26/2024	
Jordan, Laura	OT 5826	3 years	08/29/2021 *	
McCoy-Guzman, Tracy	OTA 2109	3 years	03/17/2022	
Morrison, Crystal	OTA 1561	3 years	04/16/2021*	06/04/2024
Pompanescu, Duane	OT 3017	3 years	06/03/2021	06/02/2024
Powell, Diana C.	OT 6367	3 years	06/03/2016 *	
Provost, Ericka	OT 16010	3 years	12/26/2021 *	
Ryskalczyk, Roxanne	OT 5654	3 years	08/29/2021	
Schmidt, Rebecca	OT 8291	3 years	11/27/2009 *	
Suggs, Monica	OTA 1101	2.5 years	03/30/2019 *	
Tolbert, Kristine	OT 4410	4 years	03/29/2019*	
Torossian, Brittany	OT 16579	3 years	09/28/2023	
Wilson, Candice	OTA 1436	3 years	07/16/2020 *	

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

Report updated 8/9/2024

**CA Board of Occupational Therapy
Applications Data: April 1, 2024 – June 30, 2024**

Transaction Type	April		May		June		Total Received 4Q	Total Approved 4Q	Average Received per Month	Average Approved per Month
	Received	Approved	Received	Approved	Received	Approved	Received	Approved	Received	Approved
OT License Apps	138	132	106	128	130	90	374	350	125	117
OT License Issued	129	129	121	121	89	86	339	336	113	112
OT LP Apps	4	1	6	6	6	6	16	13	5	4
OT LP Issued	1	1	5	5	5	4	11	10	4	3
OTA License Apps	32	32	30	33	24	21	86	86	29	29
OTA License Issued	31	31	34	34	24	23	89	88	30	29
OTA LP Apps	1	2	1	0	4	3	6	5	2	2
OTA LP Issued	0	0	0	0	3	2	3	2	1	1
A/P – Hand Therapy	2	6	1	14	3	6	6	26	2	9
A/P – PAMs	12	4	14	30	11	10	37	44	12	15
A/P - Swallowing	3	6	7	10	4	1	14	17	5	6
Duplicate Wall	7	7	3	3	9	6	19	16	6	5
Pocket License	34	34	27	27	29	22	90	83	30	28
Set Inactive to Active	5	4	4	6	3	3	12	13	4	4
Name Changes	16	8	37	46	19	5	72	59	24	20
Address Changes	202	202	232	232	253	253	687	687	229	229
Verifications	74	18	84	89	67	60	225	167	75	56
Set to Retired	12	12	14	13	12	12	38	37	13	12
Set Retired to Active	1	1	0	0	0	0	1	1	0	0
Totals	704	630	726	797	695	613	2,125	2,040	708	680

Transaction Type	April	May	June	Total Approved 4Q	Average Approved per Month
OT Renewals	659	656	680	1995	665
OTA Renewals	154	162	142	458	153
Totals	813	818	822	2453	818

Listing of Future Agenda Items

Discussion Items to be prioritized:

- Development of communication plan to educate licensees on upcoming fee increases and rationale, including messaging and development of Frequently Asked Questions.
- Potentially referencing the American Occupational Therapy Association's (AOTA) practice framework in regulation.
- Potentially referencing AOTA's Scope of Practice in regulation.
- Executive Officer Heather Martin to return as a retired annuitant.
- Medi-Cal coverage as it relates to consumers' access to occupational therapy services.
- Development of language regarding OT Corporation names.
- Consideration of whether California should require a Juris Prudence exam prior to licensure.
- Scheduling a townhall meeting with California OT and OTA programs to share the Occupational Therapy Assistant Workforce Needs Assessment and seek feedback.
- Potentially sharing costs with California occupational therapy education programs to notify large employers of the benefits of accepting Fieldwork students.

Standing items:

- Occupational Therapy Licensure Compact.
- Necessity of fee increases and status update.

Tabled Item(s):

- Update the Board Member Disciplinary Resource Manual (once the Board's Disciplinary Guidelines and other enforcement-related regulations are updated and go into effect)