# **HEALTH PROFESSIONS COUNCIL**

# **ANNUAL FINANCIAL REPORT**

For The Year Ended August 31, 2015

Hemant Makan Council Chairman

Fexas Board of Chiropractic Examiners Fexas State Board of Dental Examiners Fexas Medical Board Fexas Optometry Board Fexas State Board of Pharmacy Fexas Board of Nursing Fexas State Board of Examiners of Psychologists



Texas State Board of Veterinary Medical Examiners Texas Department of State Health Services Professional Licensing and Certification Unit Texas Funeral Service Commission Texas State Podiatric Medical Examiners Executive Council of Physical Therapy and Occupational Therapy Examiners

> <u>Administrative Officer</u> John Monk E-mail: john.monk@hpc.state.tx.us

Council Chairperson Gay Dodson, R.Ph.

# **Health Professions Council**

November 20, 2015

Honorable Greg Abbott, Governor Honorable Glenn Hegar, Texas Comptroller Ursula Parks, Director, Legislative Budget Board John Keel, CPA, State Auditor

Dear Lady and Gentlemen:

We are pleased to submit the Annual Financial Report of the Health Professions Council for the year ended August 31, 2015, in compliance with TEX. GOV'T CODE ANN Section 2101.011 and in accordance with the requirements established by the Comptroller of Public Accounts.

Due to the statewide requirements embedded in Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements- and Management's Discussion and Analysis – for State and Local Governments*, the Comptroller of Public Accounts does not require the accompanying annual financial report to comply with all the requirements in this statement. The financial report will be considered for audit by the State Auditor as part of the audit of the State of Texas Comprehensive Annual Financial Report; therefore an opinion has not been expressed on the financial statements and related information contained in this report.

If you have any questions, please contact John Monk at 512-305-8551.

Sincerely,

Jøhn Monk

Administrative Officer

# TABLE OF CONTENTS

ł

I.	LETTER OF TRANSMITTAL	
II.	GENERAL PURPOSE FINANCIAL STATEMENTS	
	A. Combined Balance Sheet / Statement of Net Assets -	
	Governmental Funds	2
	B. Combined Statement of Revenues, Expenditures and	
	Changes in Fund Balances/ Statement of Activities - Governmental Funds	6
III.	NOTES TO THE FINANCIAL STATEMENTS	
	1. Summary of Significant Accounting Policies	10
	2. Capital Assets	14
	<ol><li>Deposits, Investments, &amp; Repurchase Agreements</li></ol>	14
	4. Short Term Debt	15
	5. Summary of Long-Term Liabilities	15
	6. Bonded Indebtedness	15
	7. Derivative Instruments	15
	8. Leases	15
	9. Pension Plans	16
	10. Deferred Compensation	16
	11. Post Employment Health Care and Life Insurance Benefits	16
	12. Interfund Balances/Activities	16
	13. Continuance Subject to Review	16
	14. Adjustments to Fund Balances/Net Assets	16
	15. Contingencies and Commitments	16
	16. Subsequent Events	16
	17. Risk Management	17
	18. Management Discussion and Analysis/Material Changes to AFR	17
	19. The Financial Reporting Entity: Related Organizations	17
	20. Stewardship, Compliance and Accountability	17
	21. N/A	17
	22. Donor-Restricted Endowments	17
	23. Extraordinary and Special Items	17
	24: Disaggregation of Receivable and Payable Balances	17
	25: Termination Benefits	17
	26: Segment Information	17
	27. Service Concession Agreements	17
	28. Deferred Outflows of Resources & Deferred Inflows of Resources	17
	29. Trouble Debt Restructuring	17
	30. Non-Exchange Financial Guaranters	18

HEALTH PROFESSIONS COUNCIL (364) EXHIBIT I COMBINED BALANCE SHEET/ STATEMENT OF NET ASSETS -GOVERNMENTAL FUNDS For the Year Ended August 31, 2015

		GOVERNMENTAL FUND TYPES GENERAL FUND 0001 U/F 0001		CAPITAL ASSETS ADJUSTMENTS
ASSETS	-		-	
Current Assets:	\$	107 501 00	\$	
Legislative Appropriations Accounts Receivable	φ	127,521.89	φ	
Consumable Inventories		1,144.00		
	-		-	
Total Current Assets	_	128,665.89	_	0.00
Non Orimont Accorder				
Non-Current Assets: Capital Assets:	\$		\$	
Furniture and Equipment	Ψ		Ψ	53,121.14
Less Accumulated Depreciation				(53,121.14)
Computer Software				5,925.00
Less Accumulated Amortization	_		-	(5,925.00)
Total Non-Current Assets	-	0.00	-	0.00
TOTAL ASSETS	\$_	128,665.89	\$_	0.00
LIABILITIES Current Liabilities: Payables from :				
Accounts Payable	\$	40,445.23	\$	
Payroll Payable		67,366.27 0.00		
Due to Other Agencies (Agy 503, Fd 0001) Employees' Compensable Leave		0.00		
Total Current Liabilities	-	107,811.50	-	0.00
Non-Current Liabilities:	-		-	n an
Employees' Compensable Leave				
Total Non-Current Liabilities	-	0.00	-	0.00
TOTAL LIABILITIES	_	107,811.50	_	0.00
Fund Financial Statements - Fund FUND BALANCES (DEFICITS):	¢		¢	
NonSpendable Consumable Inventories	\$	1,144.00	\$	
		19,710.39		0.00
Chaosignou	-			0.00

-	LONG-TERM LIABILITIES ADJUSTMENTS	-	OTHER ADJUSTMENTS	-	STATEMENT OF NET ASSETS
\$		\$		\$	127,521.89 0.00 1,144.00
	0.00		0.00		128,665.89
\$		\$		\$	53,121.14 (53,121.14) 5,925.00 (5,925.00)
	0.00	_	0.00		0.00
\$_	0.00	\$_	0.00	\$	128,665.89
\$		\$		\$	40,445.23 67,366.27 0.00
-	<u> </u>	-	0.00		<u>31,741.49</u> 139,552.99
-		-			<u> </u>
-	18,823.95 18,823.95	-	0.00		18,823.95 18,823.95
-	50,565.44	-	0.00		158,376.94
\$		\$		\$	0.00 1,144.00
-	0.00	-	0.00		19,710.39

HEALTH PROFESSIONS COUNCIL (364) EXHIBIT I COMBINED BALANCE SHEET/ STATEMENT OF NET ASSETS -GOVERNMENTAL FUNDS For the Year Ended August 31, 2015

TOTAL FUND BALANCES		GOVERNMENTAL FUND TYPES GENERAL FUND 0001 U/F 0001 20,854.39		CAPITAL ASSETS ADJUSTMENTS 0.00
TOTAL LIABILITIES AND FUND BALANCES	\$_	128,665.89	\$.	0.00
Government-wide Statement - Net Assets Net Assets: Net Investmest in Capital Assets Restricted for: Debt Retirement Employee Benefit Unrestricted				0.00
Total Net Assets			۔ \$	0.00

The accompanying notes to the financial statements are an integral part of this statement.

	LONG-TERM				
	LIABILITIES		OTHER		STATEMENT OF
	ADJUSTMENTS		ADJUSTMENTS	_	NET ASSETS
-	0.00	-	0.00		20,854.39
\$_	50,565.44	\$_	0.00	\$	179,231.33
					0.00
					0.00
					0.00
-	(50,565.44)	-	······		(50,565.44)
\$_	(50,565.44)	\$_	0.00	\$	(29,711.05)
				\$	128,665.89

## HEALTH PROFESSIONS COUNCIL (364) EXHIBIT II COMBINED STATEMENT OF REVENUES, EXPENDITURES & CHANGES IN FUND BALANCES / STATEMENT OF ACTIVITIES - GOVERNMENTAL FUNDS For the Year Ended August 31, 2015

	-	General Funds FUND 0001 U/F 0001	-	Capital Asset Adjustments
REVENUES:	\$		\$	
Legislative Appropriations:			•	
Original Appropriations		0.00		
Additional Appropriations		93,379.68		
Sales of Goods and Services		29,710.28		
Other Revenue	•	12,000.00	-	
Total Revenues	-	135,089.96	-	0.00
EXPENDITURES:				
Salaries and Wages		396,744.66		
Payroll Related Costs		102,059.39		
Professional Fees & Services		511,203.20		
Travel		360.00		
Materials and Supplies		9,108.27		
Communication and Utilities		15,165.38		
Repairs and Maintenance		1,963.49		
Rentals and Leases		15,589.89		
Printing and Reproduction		905.54		
Other Operating Expenditures		22,550.13		
Capital Outlay				0.00
Depreciation Expense	-		-	0.00
Total Expenditures	-	1,075,649.95	-	0.00
EXCESS OF REVENUES OVER EXPENDITURES		(940,559.99)	_	0.00
OTHER FINANCING SOURCES (USES):				
Legislative Transfers In		960,756.00		
Cash Transfers Out (Agy 902, Fd 0001)	_	0.00	_	
Total Other Financing Sources (Uses)	_	960,756.00	_	0.00
NET CHANGE IN FUND BALANCES/NET ASSETS	_	20,196.01	_	0.00
FUND BALANCES - Beginning		10,076.10		
Lapsed Appropriations	-	(9,417.72)		
FUND BALANCES - Ending	\$_	20,854.39		

-	Long-term Liabilities Adjustments	-	Statement of Activities
\$		\$	
		-	0.00 93,379.68 29,710.28 12,000.00
_	0.00	-	135,089.96
	5,216.38		401,961.04 102,059.39 511,203.20 360.00 9,108.27 15,165.38 1,963.49 15,589.89 905.54 22,550.13 0.00 0.00
-	5,216.38		1,080,866.33
	(5,216.38)	-	(945,776.37)
			960,756.00 0.00
• <b></b>	0.00	-	960,756.00
	(5,216.38)	-	14,979.63
	:	\$ -	10,076.10 (9,417.72)
		\$	

7

## HEALTH PROFESSIONS COUNCIL (364) EXHIBIT II COMBINED STATEMENT OF REVENUES, EXPENDITURES & CHANGES IN FUND BALANCES / STATEMENT OF ACTIVITIES - GOVERNMENTAL FUNDS For the Year Ended August 31, 2015

	General Funds FUND 0001 U/F 0001	Capital Asset Adjustments
Government-wide Statement - Net Assets		
Change in Net Assets		0.00
Net Assets Beginning Adjustments to Beginning Net Assets		0.00
Restatement		0.00
Net Assets Beginning as Restated and Adjusted		0.00
Net Assets Ending	\$	\$0.00

The accompanying notes to the financial statements are an integral part of this statement.

-	Long-term Liabilities Adjustments	Statement of Activities
-	(5,216.38)	
\$	(45,349.06) \$	(45,349.06)
_		0.00
-	(45,349.06)	(45,349.06)
\$_	(50,565.44) \$	(29,711.05)

#### NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. ENTITY

The Health Professions Council operates under the authority of Chapter II of Title 71, Health-Public, of the Texas Revised Civil Statutes. An Executive Director, appointed by the Board, administration of the Board.

The Health Professions Council is an agency of the State of Texas and its financial records comply with state statutes and regulations. This includes compliance with the State Compt Public Accounts' Reporting Requirements of State Agencies.

Due to the significant changes related to Governmental Accounting Standards Board Statement No *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Gov* the Comptroller of Public Accounts does not require the accompanying financial report to be in com with generally accepted accounting principles (GAAP). The financial report will be considered for a State Auditor as part of the State of Texas Comprehensive Annual Financial Report; therefore, an c not been expressed on the financial statements and related information contained in this report.

#### **Blended Component Units**

No component units have been identified which should have been blended into an appropriate fund.

#### **B. FUND STRUCTURE**

The accompanying financial statements are presented on the basis of funds and account groups, each of which is considered a separate accounting entity.

GOVERNMENTAL FUND TYPES & GOVERNMENT-WIDE ADJUSTMENT FUND TYPES

#### General Revenue Fund

The general revenue fund (fund 0001) is used to account for all financial resources of the state excitence required to be accounted for in another fund.

#### Capital Asset Adjustment Fund Type

Capital Asset Adjustment Fund Type will be used to convert governmental fund types' capital assets from modified accrual to full accrual.

#### Long-Term Liabilities Adjustment Fund Type

Long-Term Liabilities Adjustment Fund Type will be used to convert governmental fund types' debt from modified accrual to full accrual.

#### FIDUCIARY FUND TYPES

#### Agency Funds

Agency funds are used to account for assets the government holds on behalf of others in a purely custodial capacity. Agency funds involve only the receipt, temporary investment, and remittance of fiduciary resources to individuals, private organizations, or other governments.

## C. BASIS OF ACCOUNTING

The basis of accounting determines when revenues and expenditures or expenses are recognized in the accounts reported in the financial statements. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus.

Governmental fund types that build the fund financial statements are accounted for using the modified accrual basis of accounting. Under the modified accrual, revenues are recognized in the period in which they become both measurable and available to finance operations of the fiscal year or liquidate liabilities existing at fiscal year end. The State of Texas considers receivables collected within sixty days after year-end to be available and recognizes them as revenues of the current year for Fund Financial Statements prepared on the modified basis of accrual. Expenditures and other uses of financial resources are recognized when the related liability is incurred.

Governmental adjustment fund types that will build the government-wide financial statements are accounted for using the full accrual method of accounting. The Following are recognized in these fund types:

- \* Capital assets
- \* Accumulated depreciation
- \* Unpaid employee compensable leave
- \* The unmatured debt service (principal and interest) on general long-term liabilities
- \* Long-term capit:
- \* Long-term claims and judgements
- \* Full accrual revenues and expenses

#### D. BUDGETS AND BUDGETARY ACCOUNTING

The budget is prepared biennially and represents appropriations authorized by the legislature and approved by the Governor (the General Appropriations Act).

Unencumbered appropriations are generally subject to lapse 60 days after the end of the fiscal year for which they were appropriated.

## E. ASSETS, LIABILITIES, AND FUND BALANCES/NET POSITION

#### ASSETS

#### Cash and Cash Equivalents

Short-term highly liquid investments with an original maturity of three months or less are considered cash equivalents.

#### **Restricted Assets**

Restricted assets include monies or other resources restricted by legal or contractual requirements. These assets include proceeds of enterprise fund general obligation and revenue bonds and revenues set aside for statutory or contractual requirements.

#### Inventories & Prepaid Items

Inventories include both merchandise inventories on hand for sale and consumable inventories. Inventories are valued at cost, generally utilizing the last-in, first-out method. Inventories for governmental fund types use the purchase method of accounting. The consumption method of accounting is used to account for inventories that appear in the proprietary fund types and the government-wide statements. The cost of these items is expensed when the items are consumed.

#### **Capital Assets**

Assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year should be capitalized. These assets are capitalized at cost, or if any purchased, at appraised fair value as of the date of acquisition. Purchases of assets by governmental funds are reported as expenditures. Depreciation is reported on all "exhaustible" assets. "Inexhaustible" assets such as works of art and historical treasures are not depreciated. Road and highway infrastructure is reported on the modified basis. Assets are depreciated over the estimated useful life of the asset using the straight-line method.

All capital assets acquired by proprietary funds or trust funds are reported at cost or estimated historical cost, if actual historical cost is not available. Donated assets are reported at fair value on the acquisition date. Depreciation is charged to operations over the estimated useful life of each asset, using the straight-line method.

#### LIABILITIES

#### Accounts Payable

Accounts Payable represents the liability for the value of assets or services received at the balance sheet date for which payment is pending.

#### Employees' Compensable Leave

Employees' Compensable Leave Balances represent the liability that became "due" upon the occurrence of relevant events such as resignations, retirements, and uses of leave balances by covered employees. Liabilities are reported separately as either current or noncurrent in the statement of net assets.

#### FUND BALANCES/NET POSITION

"Fund balance" is the difference between assets plus deferred outflows of resources and liabilities plus deferred inflows of resources on the governmental fund statements. "Net position" is the difference between assets plus deferred outflows of resources and liabilities plus deferred inflows of resources on the government-wide, proprietary and fiduciary fund statements.

#### Fund Balance Components

Fund balances for governmental funds are classified as either nonspendable, restricted, committed assigned or unassigned in the fund financial statements.

Nonspendable fund balance includes amounts not available to be spent because they are either: Not in spendable form -OR- Legally or contractually required to be maintained intact.

## HEALTH PROFESSIONS COUNCIL (364) NOTES TO THE FINANCIAL STATEMENTS

Restricted fund balance includes those resources that have constraints placed on their use through external parties - such as creditors, grantors, contributors, laws or regulations of other governments or by law through constitutional provisions or enabling legislation.

Committed fund balance can be used only for specific purposes pursuant to constraints imposed through legislation passed into law by a formal action of the Texas Legislature, the state's highest level decision making authority.

Assigned fund balance includes amount constrained by the state's intent to be used for specific purposes, but the constraints do not meet the requirements to be reported as restricted or committe Intent is expressed by: The Texas Legislature -OR- A body (for example, a budget or finance comm or official to which the governing body has delegated the authority to assign amounts to be used for specific purposes.

Unassigned fund balance is the residual classification for the general fund. This classification repre fund balance that was not assigned to other funds and was not restricted, committed or assigned to specific purposes within the general fund.

#### Net Investment in Capital Assets

Net investment in capital assets, consists of capital assets, net of accumulated depreciation and reduced by outstanding balances for bond, notes and other debt that are attributed to the acquisition, construction, or improvement of those assets.

### **Restricted Net Position**

Restricted Net Position results when constraints placed on net resources use are either externally imposed by creditors, grantors, contributors, and the like, or imposed by law through constitutional provisions or enabling legislation.

## **Unrestricted Net Position**

Unrestricted Net Position consists of net resources, which do not meet the definition of the two preceding categories. Unrestricted net position often has constraints on resources, which are imposed by management, but can be removed or modified.

## F. INTERFUND TRANSACTIONS AND BALANCES

The agency has the following types of transactions among funds:

1) Transfers: Legally required transfers that are reported when incurred as "Transfers In" by the recipient fund and as "Transfers Out" by the disbursing fund.

2) Reimbursements: Reimbursements are repayments from funds responsible for expenditures or expenses to funds that made the actual payment. Reimbursements of expenditures made by one fund for another that are recorded as expenditures in the reimbursing fund and as a reduction of expenditures in the reimbursed fund.

3) Interfund receivables and payables: Interfund loans are reported as interfund receivables and payables. If repayment is due during the current year or soon thereafter it is classified as "Current", repayment for two (or more) years is

classified as "Non-Current."

4) Interfund Sales and Purchases: Charges or collections for services rendered by one fund to another that are recorded as revenues of the recipient fund and expenditures or expenses of the disbursing fund. The composition of the agency's Interfund receivables and payables at August 31, 2015, if any, is presented in Note 12.

## NOTE 2: CAPITAL ASSETS

A summary of changes in Capital Assets for the year ended August 31, 2015:

		Balance 9/1/14		Adjustments *		Completed CIP		Inc Int'agy Trans	
Governmental Activitie	s: .		-				•		
Furniture and									
Equipment	\$	53,121.14	\$	0.00	\$		\$	0.00	\$
Computer Software		5,925.00				0.00		0.00	
Total Capital	•		-		•	· ·	-		
Assets		59,046.14		0.00		0.00		0.00	
Less Accum Deprec/A	mort f	or:							
Furniture and Equip		(53,121.14)		0.00				0.00	
Computer Software		(5,925.00)							
Total Accum Deprec/A	mor	(59,046.14)	-	0.00		0.00	-	0.00	
TOTAL	\$	0.00	\$_	0.00	\$	0.00	\$_	0.00	\$

continued:		ddition	 Deletions	_	Balance 8/31/15
Governmental Activities: Furniture and					
Equipment	\$		\$	\$	53,121.14
Software		0.00	0.00	_	5,925.00
Total capital assets		0.00	0.00		59,046.14
Less Accum Deprec/Amo Furniture and Equip	ort for:	0.00	0.00		(53,121.14)
Other Cap Assets Total Accum Deprec/Amo	or	0.00	 0.00	_	(5,925.00) (59,046.14)
TOTAL	\$	0.00	\$ 0.00	\$_	0.00

#### NOTE 3: DEPOSITS, INVESTMENTS & REPURCHASE AGREEMENTS

Not applicable

## NOTE 4: SHORT TERM DEBT

#### Not applicable

## NOTE 5: SUMMARY OF LONG-TERM LIABILITIES

#### Notes and Loans Payable:

The agency did not have any notes or loans payable as of August 31, 2015.

### Changes In Long-Term Liabilities

During the year ended August 31, 2015, the following changes occurred in liabilities.

		Balance					Balance	
Governmental Activities:		9/01/14	_	Additions	_	Deductions	8/31/15	
Compensable Leave	\$	45,349.06		35,831.63	\$	(30,615.25)	\$ 50,565.44	\$
TOTAL	\$_	45,349.06	\$	35,831.63	\$	(30,615.25)	\$ 50,565.44	\$

### Employees' Compensable Leave

A state employee is entitled to be paid for all unused vacation time accrued, in the event of the employee's resignation, dismissal, or separation from State employment, provided the employee has had continuous employment with the State for six months. Expenditures for accumulated annual leave balances are recognized in the period paid or taken in governmental fund types. For these fund types, the liability for unpaid benefits is recorded in the Statement of Net Assets. An expense and liability for proprietary funds are recorded in the proprietary funds as the benefits accrue to employees. No liability is recorded for non-vesting accumulating rights to receive sick pay benefits.

## NOTE 6: BONDED INDEBTEDNESS

Not applicable

## **NOTE 7: DERIVATIVE INSTRUMENTS**

Not applicable

## NOTE 8: LEASES

Included in the expenditures reported in the financial statements are the following amounts of rent paid or due under operating leases:

Fund Type: General Fund \$ 5,885.16

Future minimum lease rental payments under non-cancelable operating leases having an initial term of one year are as follows:

Year Ended August 31,	
2016	\$ 5,885.16
2017	5,885.16
2018	0.00
2018	0.00
2019	
2021 and beyond	
Total Minimum Future Lease	······
Rental Payment Requirements	\$ 11,770.32

#### **NOTE 9: PENSION PLANS**

Not applicable

### NOTE 10: DEFERRED COMPENSATION

Not applicable

## NOTE 11: POST EMPLOYMENT HEALTH CARE AND LIFE INSURANCE BENEFITS

Not applicable

## NOTE 12: INTERFUND BALANCES/ACTIVITIES

Not applicable

## NOTE 13: CONTINUANCE SUBJECT TO REVIEW

Under the Texas Sunset Act, the Agency will be abolished effective September 1, 2017, unless continued in existence by the State Legislature as provided by the Act. If abolished, the Agency ma continue until September 1, 2018 to close out its operations.

#### NOTE 14: ADJUSTMENTS TO FUND BALANCES/NET ASSETS

Not applicable

## NOTE 15: CONTINGENCIES AND COMMITMENTS

Not applicable

## NOTE 16: SUBSEQUENT EVENTS

Not applicable

## NOTE 17: RISK MANAGEMENT

Not applicable

## NOTE 18: MANAGEMENT DISCUSSION AND ANALYSIS/MATERIAL CHANGES TO AFR

Not applicable

## NOTE 19: THE FINANCIAL REPORTING ENTITY: RELATED ORGANIZATIONS

Not applicable

## NOTE 20: STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Not applicable

NOTE 21: N/A

## NOTE 22: DONOR-RESTRICTED ENDOWMENTS

Not applicable

## NOTE 23: EXTRAORDINARY AND SPECIAL ITEMS

Not applicable

## NOTE 24: DISAGGREGATION OF RECEIVABLE AND PAYABLE BALANCES

Not applicable

## NOTE 25: TERMINATION BENEFITS

Not applicable

## **NOTE 26: SEGMENT INFORMATION**

Not applicable

# NOTE 27: SERVICE CONCESSION AGREEMENTS

Not applicable

# NOTE 28: DEFERRED OUTFLOWS OF RESOURCES & DEFERRED INFLOWS OF RESOURCES

Not applicable

# NOTE 29: TROUBLED DEBT RESTRUCTURING

Not applicable

## NOTE 30: NON-EXCHANGE FINANCIAL GUARANTERS

Not applicable