

Legislative Appropriations Request

For Fiscal Years 2018 and 2019

Submitted to the
Governor's Office of Budget and Planning
and the Legislative Budget Board

By

The Executive Council of Physical Therapy and Occupational Therapy Examiners

<i>Council Member</i>	<i>Term Ending</i> February 1,	<i>Hometown</i>
Arthur R. Matson, Presiding Officer	2017	Georgetown
Stephanie Johnston, OTR	2017	Magnolia
Will Hale	2016	Austin
Shari Waldie, PT	2019	Austin
Philip Vickers	2019	Aledo

August 5, 2016



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Submitted by:


Executive Director

Approved by:


Presiding Officer

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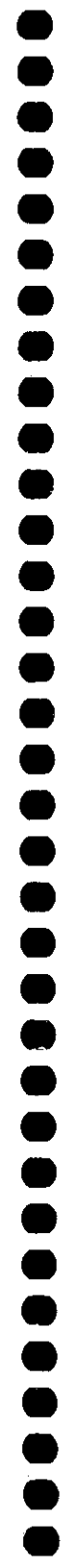


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Agency Mission and Organization

The mission of the Executive Council of Physical Therapy and Occupational Therapy Examiners (ECPTOTE) is to protect the health, safety, and welfare of the people of Texas through the regulation and enforcement of the practice of physical therapy and of occupational therapy.

ECPTOTE is an independent administrative governmental agency in which all staff employees directly support or carry out the functions of one or both boards. ECPTOTE staff is organized into three functional areas – administrative support, licensing, and investigations. The administrative staff supports the activities of the board members and other two staff groups in general, personnel, financial, and general administration and information technology services. The licensing staff responds to the needs of the physical therapy and occupational therapy licensee population they support. The investigation staff receives and investigates all complaints against the boards' licensees and works closely with the investigation committees of the two boards.

Major Concerns

· ECPTOTE is charged with protecting public health and safety by licensing qualified practitioners of physical therapy and occupational therapy, and registering facilities in which those services are provided. In the coming biennium, the agency faces the same three major challenges it has had since coming into existence in 1993: The most significant concerns are the continued shortage of physical and occupational therapy services in under-served areas within Texas, and state and federal legislation which may impose limits on reimbursement for therapy services. The first concern is not as great as in previous years as the overall number of therapists has generally met the demand, many from out of state. The challenge faced by the two boards is to find the balance between quality and quantity of therapy services, keeping in mind the primary goal of protecting the health and safety of the public, and the availability of funding for those services.

· The greatest challenge to ECPTOTE is to insure that the state's decision-makers are aware of the direct link between timely and quality services and the operational resources they provide the agency. The agency has sustained several severe financial setbacks in the past few bienniums, which was alleviated by an increase in funding in the FY2016/17 biennium. Coupled to a continuous annual increase in workload, despite this increase, the provided funds have placed a constraint on the agency's ability to perform its mission since then and in the near future. The proposed 4% budget cut for the upcoming biennium only exacerbates the situation.

· The Executive Council, the Physical Therapy Board and the Occupational Therapy Board are now under Sunset Review which will be concluded with the adjournment of the 85th Legislature. This is the first Sunset review of these three entities since 1993. There are many outdated provisions in their practice acts. There were forty-five major issues requiring changes to the practice acts addressed to the Sunset Advisory Commission in the agency Self Evaluation Report – five by the Executive Council, and 20 each by the PT board and OT board. Some of these recommended changes were housekeeping, but the majority of them addressed major impediments to the agency effectively accomplishing its mission. To avoid a bloated (and redundant) administrator's statement, these 45 recommended changes to the practice acts are not listed here, but are detailed in the agency Sunset Self Evaluation Report. Many of these recommendations have financial impacts, but as of the submission date of the LAR, the Sunset Commission has still not met to make their final decision. The outcome of their recommendations will not be known until the end of the FY2017 legislative session.

· Two future funding items of concern are the forced replacement of the existing phone system with a VOIP system. Cost of this system replacement to the agency is unknown, but apparently DIR is going to shut down the existing phone system during the upcoming biennium. Another IT related concern is that the Health Professions Council Document Imaging System, in which the agency participates, will be upgraded during the next biennium at a significant cost. The agency, which participates in the Imaging System, has submitted its pro-rata share of the cost.

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· As a statement we insert in this section every biennium, the agency's current performance of licensing and investigation functions continues to meet or exceed the pre-merger levels of the separate boards in all areas. Each year the licensee performance measures far exceed those during the first year of the Executive Council's existence. We are also conducting investigations more efficiently and resolving them quickly, with the number of disciplinary actions taken by the boards increasing each year

Fiscal Aspects Affecting the Budget

· The Executive Council's appropriations are used solely to support the functions of the Physical Therapy and the Occupational Therapy Boards. All funds for ECPTOTE come from the General Revenue Fund, and to a lesser extent, from appropriated receipts, specifically the sales of goods and services (mailing lists) and a renewal assessment to pay for mass emails. ECPTOTE receives no federal funding, and collects licensing and registration fees on behalf of the Physical Therapy Board and the Occupational Therapy Board. All fees are deposited to General Revenue. ECPTOTE is required to collect a pre-designated part of its funding, \$56,000 per year, of which it will collect about \$50,000 in FY2016. These appropriated receipts are generated through sales of mailing lists and labels; our success or lack of used to be linked to the health of the economy, but is now tied to other forces such as social media, increased use of the internet, and other technology driven options. Renewal assessments for email notifications began in January 2016, so the agency does not have a good handle of annual receipts, although it does plan to allow excess appropriated receipts lapse at the end of the fiscal year.

· Four Percent Reduction: ECPTOTE will continue to perform its mission of protecting the public despite a 4 percent budget cut. It has done so in the past despite budget cuts of even greater amounts, but there have been consequences, such as personnel losses, worsening results in both licensing and enforcement performance measures, and lost opportunities to better serve the public and licensees. Depending on budgeted expenses, which only rise every year, the agency and two boards may go back to 3 vs. 4 board meetings annually.

Economic Aspects Affecting the Budget

· Insufficient funding has had the greatest negative impact on the ability of ECPTOTE to adequately support its mission. Other economic variables affecting the agency through their impacts on its licensees and registered facilities include rising health-care costs, the uncertainty about the future of Medicare/Medicaid and their reimbursement, national health care initiatives, the change in priorities of state spending and fund allocation, and the increase in the need for state services.

· The demand for physical therapy and occupational therapy services in Texas will continue to grow at the same rate as in the past. If the agency continues to receive the same amount of funding to support its licensing and enforcement missions as it has in the past, then services will suffer despite efficiencies developed in agency processes and procedures over the past years.

Other Issues Impacting the Appropriations Request

· Historically, both the Physical Therapy Board and Occupational Therapy Board have deposited to General Revenue far more than was expended by the boards for their operations. While the fee schedule has had only a few modest increases since 1993, the large jump in revenue from then until today can be attributed to the registration of facilities, a steady increase in the number of new licensees starting to work and continuing to work in Texas, and an over assessment of fees to fund contingent revenue requirements.

· Based on prior years' experience, the Executive Council anticipates that for the next biennium, each service population group (PTs and OTs) will increase by a total of

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1,500 to 2,000 annually, and the number of registered facilities will increase by about a hundred per year. We also expect to receive and process slightly larger number of inquiries and complaints due to our emphasis in information availability through alternate means, the stable service population, and an increasing public awareness of enforcement. With a relatively small adjustment to the current budget level, the Executive Council should be able to adequately provide the protection and services required by its mission. The extra funds required would be easily covered by the overall increase of revenue that accrues to the state due to increase in licensees. However, any state or federal legislation which places additional demands on our licensing functions, or disciplinary procedures which require funding to implement, or a sudden upsurge in disciplinary activity or major budgetary cut late in the fiscal year will have an adverse impact on the functioning of the agency. There is never any slack built into the agency budget that is submitted each biennium.

- The Executive Council is requesting additional funding in the 2018-2019 biennium budget cycle for the following Exceptional Items in priority order:
- Full baseline budget to cover basic operations (i.e., restore the 4% budget reduction);
- Replace the current DIR supported phone system with a Voice-Over-Internet-Phone (VOIP) system due to shutdown of the current phone system by DIR;
- Implement CAPPS system in FY2019;
- Funding to replace one of the two agency servers that will be out of warranty in the upcoming biennium, and to avoid a repeat of an agency server crash in early CY2014 that took down the licensing database for a week;

Salary increases for key employees. An approximate overall 4% increase in salaries to cover classified employee merit raises. This is an absolute necessary for retaining quality employees, and avoiding all the costs of constantly hiring and training new employees. This was requested as an Exceptional Item in 2016, and was approved, but it was the first pay raise for many deserving employees since FY2009. It was not sufficient to counteract the hemorrhaging of quality employees to other agencies for more money. ECPTOTE is forced to compete with the larger Article 8 agencies in the Hobby Building with their much higher paying positions, and is now losing more clerks after spending the time and effort to train them and retain them by providing a good work environment. Eventually, without an occasional raise to reward hard work and loyalty, these good employees finally are forced to move for a higher salary. This Exceptional Item request is not for an across the agency pay raise, but will be targeted at those positions the agency can least afford to lose. Basically, the agency will try to bring its key administrative and clerk positions' salary up so it is comparable to all similar Article 8 agencies. In a related note, the 84th Legislature authorized a pay increase of the Executive Director but only funded \$3,485/yr. vs. the original request of \$9,586/yr. and an authorization increase of \$13,938/yr. Part of this request is to fund the first pay raise given to the Executive Director since 2009;

- Funding for Lump Sum Termination pay for two retiring employees in each fiscal year. Four employees have indicated they plan to retire in FY2018 and FY2019. This amount represents the amount of annual leave that has accrued and must be paid upon termination of employment. It was computed at an average of three months accrued leave times each employee's monthly salary;
- Funding for improving the work environment; e.g., painting the walls on the administrative offices of the agency for the first time since sometime before 1995; reworking office space to reflect new working conditions, etc.
- An increase in travel and per diem funds to keep up with the increase in reimbursement rates, now that it is tied to the higher (in some cases, much higher) Federal rates. The requested amount is the delta between the pre and post Federal rate implantation;
- Replacement of the office furniture items that are reaching the end of their useful lives (one time cost). The newest office furniture is as old as ECPTOTE, and the rest is even older. This is to specifically replace the Executive Director's chair and desk;
- Restore the \$15,612 per year the agency is directed to help pay for employee health care and retirement.

10% Budget Reduction

Prior to preparing the Legislative Appropriation Requests for the FY 2016/17 biennium, preparation guidance was provided agencies by the Legislative Budget Board and Governor's Office. Specifically, ECPTOTE, as well as other state agencies, had to submit a baseline request limited to its 2012-13 appropriations, which

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incorporates the prior biennium budget cuts. This is mentioned, because there is a similar requirement for the FY2018-19 biennium, and the expected impact on the agency remains the same. Since ECPTOTE has had many similar cuts in past budget, it has a pretty good idea on just what the impacts will be if this 10% cut is imposed. It also has noticed that there are always budget cuts in addition to those initially stated, so the plan below incorporates those unexpected cuts also. Initial rough calculations show that a 10% budget cut would translate to about \$130,800 per year. If the agency does suffer a 10% budget cut in the next biennium, it will have these impacts (similar to last biennium's estimates):

The impact to the agency will necessitate eliminating the following basic operational requirements:

- Funding for three FTEs @ \$105,000 (licensing clerks)
- Longevity pay for FTE @ \$5,100
- Board member per Diem @ 2,500
- Employee Assistance Program and other contracts @ \$1,832
- Database programming/maintenance and web page support @ \$2,500
- Consumable supplies @ \$1,200
- Emergency repairs @ \$1,671
- Investigator and board member travel @ 11,000

As a minimum, and based on past experience, the impact to the State of Texas will result in an expected drop in current performance measure statistics of:

- Average licensing cost per individual license
- Average cost per facility registration issued
- Percentage of new licenses issued within 10 days
- Percentage of license renewals issued within 7 days
- Average time for license issuance
- Average time for license renewal

- Plus performance measures that have been improving every year, but will now worsen:
 - Number of complaints resolved
 - Average time for complaint resolution

Other actions the agency will be forced to take include:

- Continuing to not award employee merit raises, and substitute administrative leave instead for recognizing exceptional performance.
- Return to only two or three board/council meetings per year; basically returning to a situation that existed for several years prior to this biennium.
- Halt any maintenance updates of the agency website such as the licensing verification database, forcing customers to use other forms of communication to obtain services / information (only make changes that cost little or nothing).
- Cut all travel except board member travel and absolutely essential investigator travel.
- Cancel all planned and future training/seminar attendance by employees and board members.
- Cancel school presentation programs by board coordinators and investigators unless totally paid for by the school.
- Cancel current printing contracts. Reevaluated future needs and move all board forms to the web site.
- Keep austere control over supplies.

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- Defer all purchases of computer equipment except emergency repair items.
- Repair nothing in the agency, except safety related emergency repairs.
- Cancel service contracts such as document shredding, moving of office furniture, EAP program, etc.

Other expected intangible impacts:

- More efficient, but initially costly, improvements to agency processes delayed or cancelled resulting in inability to take advantage of technology multipliers.
Suffer continued decline in morale of employees due to layoffs of two or more personnel, permanent elimination of all financial incentives, training opportunities, and allowing workspace environment to degenerate. This will also result in extremely deteriorated service to licensees, the public, and anyone else who interacts with the agency.
- Board visibility with supported population will continue to drop due to travel cutbacks and elimination of exposure to school programs and association meetings.
- Board actions on proposed rules, rulings, and decisions will be delayed by at least an additional two months each quarter.
- Enforcement performance measures seriously degraded due to investigation committee meeting cancellations and rescheduling every four months vs. three, and cutback of on-site investigations.
Will experience large increase in quantity of unsatisfactory phone communications by staff due to length of time to respond and the unavailability of current information formerly mailed out or on web site.
Will halt programs that formerly increased licensee awareness of rules and practice acts and will gradually increase number of disciplinary cases.

Cost areas in which ECPTOTE would make "last resort" cuts include laying off additional personnel, communications services, halt more direct services for licensees and the public, on-going IT activities to include database support, and all expenditures required by law. There will also be an even greater negative impact on performance measures than outlined above.

Background Checks

The Executive Council does not have statutory authority to conduct background checks on its licensees, and does not perform FBI criminal background checks on new applicants. Potential licensees are asked for information on any crime (including misdemeanors) on the PT and OT application forms. The only excluded history is Class C traffic violations and single minor-in-possession convictions. The agency conducts a formal investigation on all of these cases, and they are completed prior to completion of the licensing process. The current licensing process has proven effective in identifying those who have a criminal conviction since 1989. The recent Sunset Commission recommended that the Physical Therapy and Occupational Therapy Boards begin fingerprinting and background checks on its licensees.

Health Professions Council

The Executive Council is a member of the Health Professions Council. The agency transfers funds through interagency contract (GAA Article VIII Special Provisions) to the HPC for our prorated share of HPC's operating budget. Please refer to the HPC LAR for an Exceptional Item funding request necessary for Information Technology improvements, as well as any other prorated increases to the Executive Council. The Executive Council fully supports the HPC request assuming additional appropriations are made to the Executive Council for any increases.

Executive Council Members:

Administrator's Statement

8/18/2016 1:55:08PM

85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

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Roger Matson, Presiding Officer, Georgetown

Will Hale, Austin

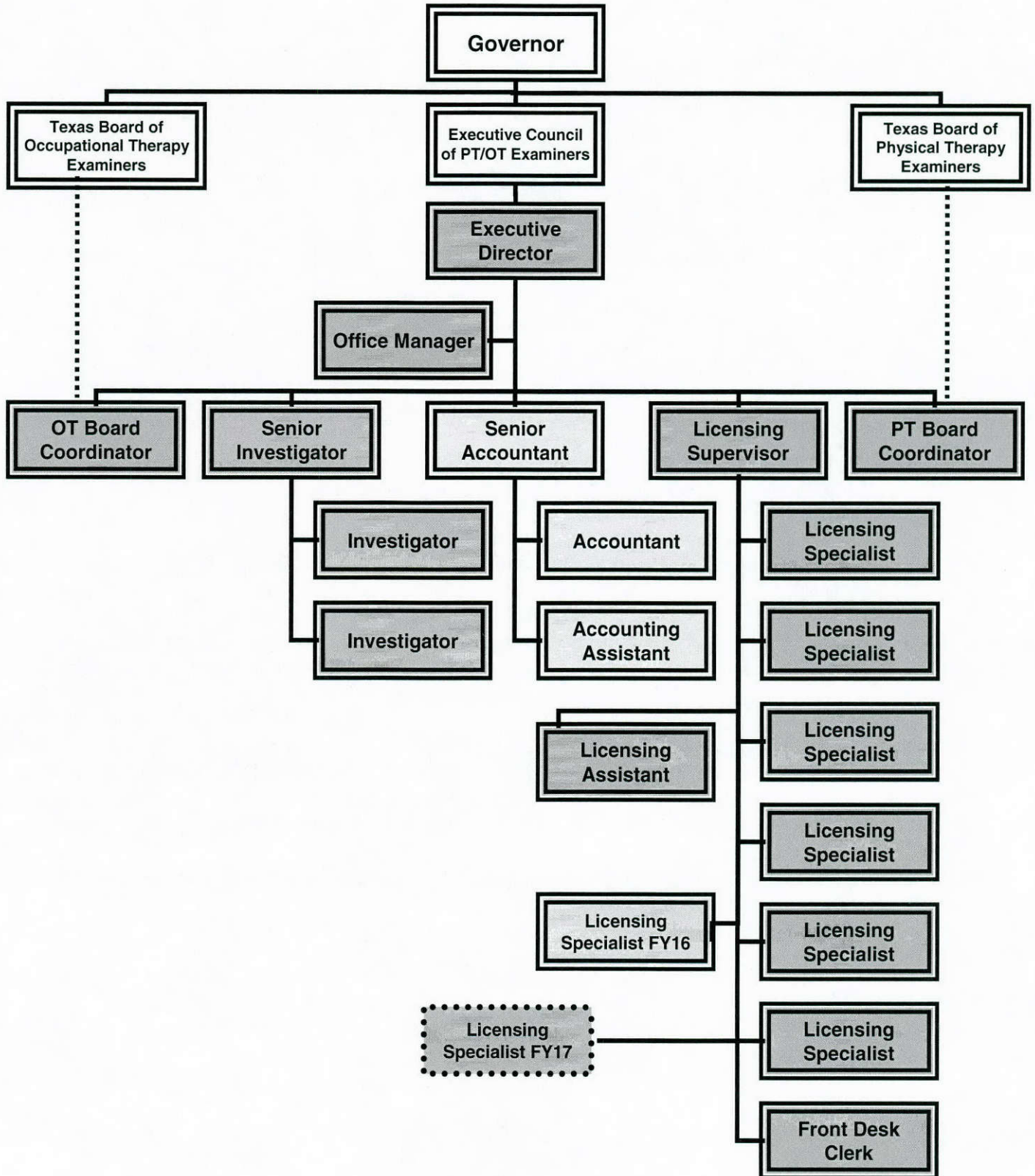
Stephanie Johnston, OTR, Houston

Philip Vickers, Aledo

Shari Waldie, PT, Austin

Council member terms end February 1, 2017

Executive Council of Physical Therapy and Occupational Therapy Examiners FY 2018/19





CERTIFICATE

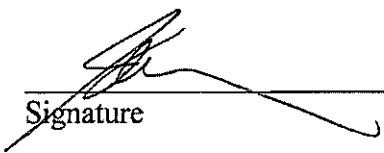
Agency Nam: Executive Council of Physical Therapy & Occupational Therapy Examiners


This is to certify that the information contained in the agency Legislative Appropriations Request filed with the Legislative Budget Board (LBB) and the Governor's Office of Budget, Planning and Policy (GOBPP) is accurate to the best of my knowledge and that the electronic submission to the LBB via the Automated Budget and Evaluation System of Texas (ABEST) and the PDF file submitted via the LBB Document Submission application are identical.

Additionally, should it become likely at any time that unexpended balances will accrue for any account, the LBB and the GOBPP will be notified in writing in accordance with Article IX, Section 7.01 (2012-13 GAA).

Chief Executive Officer

Board or Commission Chair


Signature


Signature

John Maline
Printed Name

Arthur R. Matson
Printed Name


Executive Director
Title

Presiding Officer
Title

August 5, 2016
Date

August 5, 2016
Date

Chief Financial Officer


Signature

Nell McMillin
Printed Name

Senior Accountant
Title

August 5, 2016
Date

2.A. Summary of Base Request by Strategy
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

8/16/2016 2:39:39PM

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Goal / Objective / STRATEGY	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
1 License Physical and Occupational Therapists and Register Facilities					
1 Ensure License and Registration Standards for PTs, OTs and Facilities					
1 OPERATE LICENSING SYSTEM	671,685	809,922	826,444	781,631	781,630
2 TEXAS.GOV	214,662	206,215	157,715	151,406	151,406
TOTAL, GOAL 1	\$886,347	\$1,016,137	\$984,159	\$933,037	\$933,036
2 Promote Compliance and Enforce PT and OT Practice Acts and Rules					
1 Enforce and Adjudicate PT and OT Practice Acts					
1 ADMINISTER ENFORCEMENT	360,936	435,095	443,889	420,035	420,035
TOTAL, GOAL 2	\$360,936	\$435,095	\$443,889	\$420,035	\$420,035
3 Indirect Administration					
1 Indirect Administration					
1 LICENSING INDIRECT ADMINISTRATION	5,769	7,933	8,732	6,573	6,573
2 ENFORCEMENT INDIRECT ADMINISTRATION	3,846	5,288	5,822	4,382	4,382

2.A. Summary of Base Request by Strategy
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/16/2016 2:39:39PM

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Goal / Objective / STRATEGY	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
TOTAL, GOAL 3	\$9,615	\$13,221	\$14,554	\$10,955	\$10,955
TOTAL, AGENCY STRATEGY REQUEST	\$1,256,898	\$1,464,453	\$1,442,602	\$1,364,027	\$1,364,026
TOTAL, AGENCY RIDER APPROPRIATIONS REQUEST*				\$0	\$0
GRAND TOTAL, AGENCY REQUEST	\$1,256,898	\$1,464,453	\$1,442,602	\$1,364,027	\$1,364,026
<u>METHOD OF FINANCING:</u>					
General Revenue Funds:					
1 General Revenue Fund	1,201,437	1,368,453	1,356,602	1,308,027	1,308,026
SUBTOTAL	\$1,201,437	\$1,368,453	\$1,356,602	\$1,308,027	\$1,308,026
Other Funds:					
666 Appropriated Receipts	55,461	96,000	86,000	56,000	56,000
SUBTOTAL	\$55,461	\$96,000	\$86,000	\$56,000	\$56,000
TOTAL, METHOD OF FINANCING	\$1,256,898	\$1,464,453	\$1,442,602	\$1,364,027	\$1,364,026

*Rider appropriations for the historical years are included in the strategy amounts.

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/16/2016 2:48:50PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Exan

METHOD OF FINANCING Exp 2015 Est 2016 Bud 2017 Req 2018 Req 2019

GENERAL REVENUE

1 General Revenue Fund

REGULAR APPROPRIATIONS

Regular Appropriations from MOF Table (2014-15 GAA)

\$1,130,143 \$0 \$0 \$0 \$0

Regular Appropriations from MOF Table (2016-17 GAA)

\$0 \$1,299,342 \$1,335,991 \$0 \$0

Regular Appropriations 2018-2019

\$0 \$0 \$0 \$1,308,027 \$1,308,026

RIDER APPROPRIATION

Art IX, Sec 9.05, Texas.gov Project: Occupational Licenses (2014-15 GAA)

\$56,947 \$0 \$0 \$0 \$0

Comments: Excess Texas.gov Revenue Collected

Art IX, Sec 9.05, Texas.gov Project: Occupational Licenses (2016-17 GAA)

\$0 \$48,500 \$0 \$0 \$0

Comments: Estimated Excess Texas.gov Revenue Collected

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/16/2016 2:48:50PM

Agency code: **533** Agency name: **Executive Council of Physical Therapy & Occupational Therapy Exan**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>GENERAL REVENUE</u>					
<i>TRANSFERS</i>					
Art IX, Sec 17.06 Salary Increase for General State Employees (2014-15 GAA)	\$14,365	\$0	\$0	\$0	\$0
Art IX, Sec 18.02, Salary Increase for General State Employees (2016-17 GAA)	\$0	\$20,611	\$20,611	\$0	\$0
<i>LAPSED APPROPRIATIONS</i>					
Regular Appropriations from MOF Table (2014-15 GAA)	\$(18)	\$0	\$0	\$0	\$0
Comments: Lapsed Appropriation From Direct Appropriation					
TOTAL, General Revenue Fund	\$1,201,437	\$1,368,453	\$1,356,602	\$1,308,027	\$1,308,026
TOTAL, ALL GENERAL REVENUE	\$1,201,437	\$1,368,453	\$1,356,602	\$1,308,027	\$1,308,026

OTHER FUNDS

666 Appropriated Receipts

REGULAR APPROPRIATIONS

Regular Appropriations from MOF Table (2014-15 GAA)

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/16/2016 2:48:50PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Exan

METHOD OF FINANCING Exp 2015 Est 2016 Bud 2017 Req 2018 Req 2019

OTHER FUNDS

\$80,677 \$0 \$0 \$0 \$0

Comments: Art. IX Sec 8.03 Reimbursements & Payments

Regular Appropriations from MOF Table (2016-17 GAA)

\$0 \$56,000 \$56,000 \$0 \$0

Comments: Art. IX Sec 8.02 Reimbursements & Payments

Regular Appropriations 2018-2019

\$0 \$0 \$0 \$56,000 \$56,000

RIDER APPROPRIATION

Art IX, Sec 12.02, Publications or Sales of Records (2016-17 GAA)

\$0 \$40,000 \$30,000 \$0 \$0

Comments: Art. IX Sec 12.02 Publication or Sale of Printed, Recorded, or Electronically Produced Matter or Records

LAPSED APPROPRIATIONS

Regular Appropriations from MOF Table (2014-15 GAA)

\$(25,216) \$0 \$0 \$0 \$0

Comments: Lapsed Funds From Appropriated Receipts Result of Declining Sales of Mailings Lists and Labels

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/16/2016 2:48:50PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Exan

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
OTHER FUNDS					
TOTAL, Appropriated Receipts	\$55,461	\$96,000	\$86,000	\$56,000	\$56,000
TOTAL, ALL OTHER FUNDS	\$55,461	\$96,000	\$86,000	\$56,000	\$56,000
GRAND TOTAL	\$1,256,898	\$1,464,453	\$1,442,602	\$1,364,027	\$1,364,026

FULL-TIME-EQUIVALENT POSITIONS

REGULAR APPROPRIATIONS

Regular Appropriations from MOF Table (2014-15 GAA)	19.0	0.0	0.0	0.0	0.0
Regular Appropriations from MOF Table (2016-17 GAA)	0.0	21.0	21.0	0.0	0.0
Regular Appropriations Baseline (2018-19)	0.0	0.0	0.0	21.0	21.0

UNAUTHORIZED NUMBER OVER (BELOW) CAP

UNAUTHORIZED NUMBER OVER (BELOW) CAP Regular Appropriations from MOF Table (2014-15 GAA)	(0.4)	0.0	0.0	0.0	0.0
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TOTAL, ADJUSTED FTES	18.6	21.0	21.0	21.0	21.0
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2.B. Summary of Base Request by Method of Finance
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

8/16/2016 2:48:50PM

Agency code: 533

Agency name: Executive Council of Physical Therapy & Occupational Therapy Exan

METHOD OF FINANCING

Exp 2015

Est 2016

Bud 2017

Req 2018

Req 2019

**NUMBER OF 100% FEDERALLY
FUNDED FTEs**

0.0

0.0

0.0

0.0

0.0

2.C. Summary of Base Request by Object of Expense
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/16/2016 2:50:15PM

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OBJECT OF EXPENSE	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1001 SALARIES AND WAGES	\$849,932	\$993,812	\$993,811	\$993,524	\$993,524
1002 OTHER PERSONNEL COSTS	\$31,376	\$48,497	\$61,000	\$55,000	\$55,000
2001 PROFESSIONAL FEES AND SERVICES	\$17,191	\$4,809	\$16,872	\$13,800	\$13,800
2003 CONSUMABLE SUPPLIES	\$13,400	\$15,000	\$15,000	\$15,000	\$15,000
2004 UTILITIES	\$14,358	\$10,898	\$10,897	\$7,200	\$7,200
2005 TRAVEL	\$42,440	\$49,252	\$48,000	\$35,250	\$35,250
2006 RENT - BUILDING	\$363	\$2,206	\$2,206	\$500	\$500
2009 OTHER OPERATING EXPENSE	\$287,838	\$339,979	\$294,816	\$243,753	\$243,752
OOE Total (Excluding Riders)	\$1,256,898	\$1,464,453	\$1,442,602	\$1,364,027	\$1,364,026
OOE Total (Riders)					
Grand Total	\$1,256,898	\$1,464,453	\$1,442,602	\$1,364,027	\$1,364,026

2.D. Summary of Base Request Objective Outcomes
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation system of Texas (ABEST)

8/16/2016 2:51:57PM

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

<i>Goal/ Objective / Outcome</i>	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1 License Physical and Occupational Therapists and Register Facilities					
<i>1 Ensure License and Registration Standards for PTs, OTs and Facilities</i>					
KEY 1 Percent of Licensees with No Recent Violations: Physical Therapy					
	99.00%	99.00%	99.00%	99.00%	99.00%
KEY 2 Percent of Licensees with No Recent Violations: Occupational Therapy					
	99.00%	99.00%	99.00%	99.00%	99.00%
KEY 3 Percent of Licensees Who Renew Online					
	95.00%	95.00%	95.00%	95.00%	95.00%
KEY 4 Percent of New Individual Licenses Issued Online					
	95.00%	88.00%	88.00%	94.00%	94.00%
2 Promote Compliance and Enforce PT and OT Practice Acts and Rules					
<i>1 Enforce and Adjudicate PT and OT Practice Acts</i>					
KEY 1 Percent of Complaints Resulting in Disciplinary Action: PT					
	12.00%	15.00%	15.00%	15.00%	15.00%
KEY 2 Percent of Complaints Resulting in Disciplinary Action: OT					
	19.00%	15.00%	15.00%	15.00%	15.00%
3 Recidivism Rate for Those Receiving Disciplinary Action: PT					
	0.00%	0.00%	0.00%	0.00%	0.00%
4 Recidivism Rate for Those Receiving Disciplinary Action: OT					
	0.00%	0.00%	0.00%	0.00%	0.00%
5 Percent of Documented Complaints Resolved within Six Months: PT					
	89.00%	80.00%	90.00%	90.00%	90.00%
6 Percent of Documented Complaints Resolved within Six Months: OT					
	91.00%	85.00%	90.00%	90.00%	90.00%

2.E. Summary of Exceptional Items Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME 2:53:10PM

Agency code: 533

Agency name: **Executive Council of Physical Therapy & Occupational Therapy
 Examiners**

Priority	Item	2018			2019			Biennium	
		GR and GR/GR Dedicated	All Funds	FTEs	GR and GR Dedicated	All Funds	FTEs	GR and GR Dedicated	All Funds
1	4% Budget Reduction	\$54,500	\$54,500		\$54,500	\$54,500		\$109,000	\$109,000
2	Replace phone system	\$10,400	\$10,400		\$0	\$0		\$10,400	\$10,400
3	CAPPS	\$0	\$0		\$65,000	\$65,000		\$65,000	\$65,000
4	Salary Increase	\$37,839	\$37,839		\$37,839	\$37,839		\$75,678	\$75,678
5	Server	\$4,000	\$4,000		\$0	\$0		\$4,000	\$4,000
6	Records management	\$7,096	\$7,096		\$1,731	\$1,731		\$8,827	\$8,827
7	Retirement	\$21,240	\$21,240		\$44,210	\$44,210		\$65,450	\$65,450
8	Travel	\$16,400	\$16,400		\$16,400	\$16,400		\$32,800	\$32,800
9	Paint	\$16,000	\$16,000		\$0	\$0		\$16,000	\$16,000
10	Furniture	\$2,500	\$2,500		\$2,500	\$2,500		\$5,000	\$5,000
11	Benefits	\$15,612	\$15,612		\$15,612	\$15,612		\$31,224	\$31,224
Total, Exceptional Items Request		\$185,587	\$185,587		\$237,792	\$237,792		\$423,379	\$423,379
Method of Financing									
	General Revenue	\$185,587	\$185,587		\$237,792	\$237,792		\$423,379	\$423,379
	General Revenue - Dedicated								
	Federal Funds								
	Other Funds								
		\$185,587	\$185,587		\$237,792	\$237,792		\$423,379	\$423,379

Full Time Equivalent Positions

2.E. Summary of Exceptional Items Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME 2:53:10PM

Agency code: 533

Agency name: **Executive Council of Physical Therapy & Occupational Therapy
 Examiners**

Priority	Item	2018			2019			Biennium	
		GR and GR/GR Dedicated	All Funds	FTEs	GR and GR Dedicated	All Funds	FTEs	GR and GR Dedicated	All Funds
	Number of 100% Federally Funded FTEs			0.0			0.0		

2.F. Summary of Total Request by Strategy
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE 8/16/2016
 TIME 2:54:36PM

Agency code: 533	Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners					
Goal/Objective/STRATEGY	Base 2018	Base 2019	Exceptional 2018	Exceptional 2019	Total Request 2018	Total Request 2019
1 License Physical and Occupational Therapists and Register Facilities						
1 <i>Ensure License and Registration Standards for PTs, OTs and Faciliti</i>						
1 OPERATE LICENSING SYSTEM	\$781,631	\$781,630	\$120,631	\$154,565	\$902,262	\$936,195
2 TEXAS.GOV	151,406	151,406	0	0	151,406	151,406
TOTAL, GOAL 1	\$933,037	\$933,036	\$120,631	\$154,565	\$1,053,668	\$1,087,601
2 Promote Compliance and Enforce PT and OT Practice Acts and Rule						
1 <i>Enforce and Adjudicate PT and OT Practice Acts</i>						
1 ADMINISTER ENFORCEMENT	420,035	420,035	64,956	83,227	484,991	503,262
TOTAL, GOAL 2	\$420,035	\$420,035	\$64,956	\$83,227	\$484,991	\$503,262
3 Indirect Administration						
1 <i>Indirect Administration</i>						
1 LICENSING INDIRECT ADMINISTRATION	6,573	6,573	0	0	6,573	6,573
2 ENFORCEMENT INDIRECT ADMINISTRATION	4,382	4,382	0	0	4,382	4,382
TOTAL, GOAL 3	\$10,955	\$10,955	\$0	\$0	\$10,955	\$10,955
TOTAL, AGENCY STRATEGY REQUEST	\$1,364,027	\$1,364,026	\$185,587	\$237,792	\$1,549,614	\$1,601,818
TOTAL, AGENCY RIDER APPROPRIATIONS REQUEST						
GRAND TOTAL, AGENCY REQUEST	\$1,364,027	\$1,364,026	\$185,587	\$237,792	\$1,549,614	\$1,601,818

2.F. Summary of Total Request by Strategy
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE **8/16/2016**
 TIME **2:54:36PM**

Agency code: 533	Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners					
Goal/Objective/STRATEGY	Base 2018	Base 2019	Exceptional 2018	Exceptional 2019	Total Request 2018	Total Request 2019
General Revenue Funds:						
1 General Revenue Fund	\$1,308,027	\$1,308,026	\$185,587	\$237,792	\$1,493,614	\$1,545,818
	\$1,308,027	\$1,308,026	\$185,587	\$237,792	\$1,493,614	\$1,545,818
Other Funds:						
666 Appropriated Receipts	56,000	56,000	0	0	56,000	56,000
	\$56,000	\$56,000	\$0	\$0	\$56,000	\$56,000
TOTAL, METHOD OF FINANCING	\$1,364,027	\$1,364,026	\$185,587	\$237,792	\$1,549,614	\$1,601,818
FULL TIME EQUIVALENT POSITIONS	21.0	21.0	0.0	0.0	21.0	21.0

2.G. Summary of Total Request Objective Outcomes
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation system of Texas (ABEST)

Date 8/16/2016
 Time: 2:55:36PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Goal/ Objective / Outcome

		BL 2018	BL 2019	Excp 2018	Excp 2019	Total Request 2018	Total Request 2019
1	License Physical and Occupational Therapists and Register Facilities						
1	Ensure License and Registration Standards for PTs, OTs and Facilities						
KEY	1 Percent of Licensees with No Recent Violations: Physical Therapy	99.00%	99.00%			99.00%	99.00%
KEY	2 Percent of Licensees with No Recent Violations: Occupational Therapy	99.00%	99.00%			99.00%	99.00%
KEY	3 Percent of Licensees Who Renew Online	95.00%	95.00%			95.00%	95.00%
KEY	4 Percent of New Individual Licenses Issued Online	94.00%	94.00%			94.00%	94.00%
2	Promote Compliance and Enforce PT and OT Practice Acts and Rules						
1	Enforce and Adjudicate PT and OT Practice Acts						
KEY	1 Percent of Complaints Resulting in Disciplinary Action: PT	15.00%	15.00%			15.00%	15.00%
KEY	2 Percent of Complaints Resulting in Disciplinary Action: OT	15.00%	15.00%			15.00%	15.00%
	3 Recidivism Rate for Those Receiving Disciplinary Action: PT	0.00%	0.00%			0.00%	0.00%

2.G. Summary of Total Request Objective Outcomes
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation system of Texas (ABEST)

Date **8/16/2016**
 Time: **2:55:36PM**

Agency code: **533**

Agency name: **Executive Council of Physical Therapy & Occupational Therapy Examiners**

Goal/ Objective / Outcome

	BL 2018	BL 2019	Excp 2018	Excp 2019	Total Request 2018	Total Request 2019
4 Recidivism Rate for Those Receiving Disciplinary Action: OT	0.00%	0.00%			0.00%	0.00%
5 Percent of Documented Complaints Resolved within Six Months: PT	90.00%	90.00%			90.00%	90.00%
6 Percent of Documented Complaints Resolved within Six Months: OT	90.00%	90.00%			90.00%	90.00%

Budget Overview - Biennial Amounts
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

533 Executive Council of Physical Therapy &
Appropriation Years: 2018-19

	GENERAL REVENUE FUNDS		GR DEDICATED		FEDERAL FUNDS		OTHER FUNDS		ALL FUNDS		EXCEPTIONAL ITEM FUNDS
	2016-17	2018-19	2016-17	2018-19	2016-17	2018-19	2016-17	2018-19	2016-17	2018-19	2018-19
Goal: 1. License Physical and Occupational Therapists and Register Facilities											
1.1.1. Operate Licensing System	1,519,256	1,491,069					117,110	72,192	1,636,366	1,563,261	275,190
1.1.2. Texas.Gov	363,930	302,812							363,930	302,812	
Total, Goal	1,883,186	1,793,881					117,110	72,192	2,000,296	1,866,073	275,190
Goal: 2. Promote Compliance and Enforce PT and OT Practice Acts and Rules											
2.1.1. Administer Enforcement	816,078	801,274					62,906	38,796	878,984	840,070	148,180
Total, Goal	816,078	801,274					62,906	38,796	878,984	840,070	148,180
Goal: 3. Indirect Administration											
3.1.1. Licensing Indirect Administration	15,476	12,538					1,189	608	16,665	13,146	
3.1.2. Enforcement Indirect Administration	10,315	8,360					795	404	11,110	8,764	
Total, Goal	25,791	20,898					1,984	1,012	27,775	21,910	
Total, Agency	2,725,055	2,616,053					182,000	112,000	2,907,055	2,728,053	423,370
Total FTEs									21.0	21.0	0.0

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 1 License Physical and Occupational Therapists and Register Facilities
 OBJECTIVE: 1 Ensure License and Registration Standards for PTs, OTs and Facilities
 STRATEGY: 1 Issue and Renew Licenses and Register Facilities

Service Categories:

Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
Output Measures:						
KEY 1	Number of New Licenses Issued to Individuals: Physical Therapy	2,458.00	2,233.00	2,400.00	2,450.00	2,500.00
KEY 2	Number of New Licenses Issued to Individuals: Occupational Therapy	1,376.00	1,300.00	1,425.00	1,475.00	1,525.00
KEY 3	Number of Licenses Renewed (Individuals): Physical Therapy	10,235.00	9,500.00	9,600.00	9,700.00	9,800.00
KEY 4	Number of Licenses Renewed (Individuals): Occupational Therapy	5,639.00	5,000.00	5,700.00	5,800.00	5,900.00
Efficiency Measures:						
1	Average Licensing Cost Per Individual License Issued: PT	23.30	32.00	32.00	31.00	30.00
2	Average Licensing Cost Per Individual License Issued: OT	42.15	55.00	55.00	53.00	51.00
3	Average Cost Per Facility Registration Issued	26.29	19.00	19.00	19.00	19.00
4	Percentage of New Individual Licenses Issued within Ten Days: PT	100.00 %	95.00 %	95.00 %	95.00 %	95.00 %
5	Percentage of New Individual Licenses Issued within Ten Days: OT	100.00 %	95.00 %	95.00 %	95.00 %	95.00 %
6	Percentage of Individual License Renewals Issued within Seven Days: PT	100.00 %	94.00 %	92.00 %	98.00 %	98.00 %

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 1 License Physical and Occupational Therapists and Register Facilities
OBJECTIVE: 1 Ensure License and Registration Standards for PTs, OTs and Facilities
STRATEGY: 1 Issue and Renew Licenses and Register Facilities

Service Categories:
 Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
	7 Percentage of Individual License Renewals Issued within Seven Days: OT	100.00 %	94.00 %	95.00 %	98.00 %	98.00 %
	8 Average Time for Individual License Issuance: Physical Therapy	4.08	3.00	3.00	3.00	3.00
	9 Average Time for Individual License Issuance: Occupational Therapy	3.39	3.00	3.50	4.00	4.00
	10 Average Time for Individual License Renewal: Physical Therapy	1.01	3.00	3.00	3.00	3.00
	11 Average Time for Individual License Renewal: Occupational Therapy	1.01	3.00	3.00	3.00	3.00
Explanatory/Input Measures:						
	1 Total Number of Individuals Licensed: Physical Therapy	24,429.00	25,830.00	26,000.00	26,500.00	27,000.00
	2 Total Number of Individuals Licensed: Occupational Therapy	13,986.00	13,200.00	15,100.00	15,400.00	15,700.00
KEY	3 Total Number of PT and OT Facilities Registered	4,113.00	4,400.00	4,425.00	4,475.00	4,525.00
Objects of Expense:						
1001	SALARIES AND WAGES	\$552,456	\$645,977	\$645,977	\$645,791	\$645,791
1002	OTHER PERSONNEL COSTS	\$19,453	\$30,068	\$37,820	\$34,100	\$34,100
2001	PROFESSIONAL FEES AND SERVICES	\$10,658	\$2,982	\$10,461	\$8,556	\$8,556

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 1 License Physical and Occupational Therapists and Register Facilities
 OBJECTIVE: 1 Ensure License and Registration Standards for PTs, OTs and Facilities
 STRATEGY: 1 Issue and Renew Licenses and Register Facilities

Service Categories:
 Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
2003	CONSUMABLE SUPPLIES	\$8,308	\$9,300	\$9,300	\$9,300	\$9,300
2004	UTILITIES	\$8,902	\$6,757	\$6,756	\$4,464	\$4,464
2005	TRAVEL	\$26,313	\$30,536	\$29,760	\$21,855	\$21,855
2006	RENT - BUILDING	\$225	\$1,368	\$1,368	\$310	\$310
2009	OTHER OPERATING EXPENSE	\$45,370	\$82,934	\$85,002	\$57,255	\$57,254
TOTAL, OBJECT OF EXPENSE		\$671,685	\$809,922	\$826,444	\$781,631	\$781,630
Method of Financing:						
1	General Revenue Fund	\$635,943	\$748,127	\$771,129	\$745,535	\$745,534
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$635,943	\$748,127	\$771,129	\$745,535	\$745,534
Method of Financing:						
666	Appropriated Receipts	\$35,742	\$61,795	\$55,315	\$36,096	\$36,096
SUBTOTAL, MOF (OTHER FUNDS)		\$35,742	\$61,795	\$55,315	\$36,096	\$36,096

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL:	1	License Physical and Occupational Therapists and Register Facilities		
OBJECTIVE:	1	Ensure License and Registration Standards for PTs, OTs and Facilities	Service Categories:	
STRATEGY:	1	Issue and Renew Licenses and Register Facilities	Service: 16	Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019	
TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)						\$781,631	\$781,630
TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)						\$671,685	\$809,922
FULL TIME EQUIVALENT POSITIONS:						12.1	13.7
						13.7	13.7

STRATEGY DESCRIPTION AND JUSTIFICATION:

The Executive Council of Physical Therapy and Occupational Therapy Examiners is an independent state health regulatory agency. The 73rd Legislature, Regular Session, created the Executive Council in 1993 to administer and enforce the Physical Therapy Practice Act and the Occupational Therapy Practice Act. This legislation merged the administrative functions of the Texas Board of Physical Therapy Examiners and the Texas Advisory Board of Occupational Therapy under the Executive Council, while keeping the rule and decision-making of the two boards intact.

The two boards are tasked by their governing statutes to regulate the occupations of physical therapists (PT), physical therapist assistants (PTA), occupational therapists (OT) and occupational therapist assistants (OTA) through licensing and enforcement. Additionally, the boards are tasked to register facilities which provide physical therapy and occupational therapy services.

This strategy will allow the agency to assist in the fulfillment of the statewide priority goal of ensuring that communities are served by high quality professionals and businesses, by setting clear standards, maintaining compliance, and seeking market-based solutions. The licensing, examination, continuing education, and public information functions of this agency ensures the competency of the professionals providing physical therapy and occupational therapy services to the public.

EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 1 License Physical and Occupational Therapists and Register Facilities
 OBJECTIVE: 1 Ensure License and Registration Standards for PTs, OTs and Facilities Service Categories:
 STRATEGY: 1 Issue and Renew Licenses and Register Facilities Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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In recent years there has been a substantial increase in the demand for physical therapy and occupational therapy services across the nation as well as in Texas, matching the general trend for all health services. This is reflected in the therapist population size. In the last six years though, this growth has slowed down to a steady 3-4% per year increase.

Rising health-care costs, the uncertainty about the future of Medicare/Medicaid reimbursement, and the increase in state requirements and services are the primary economic variables that affect the agency through its impact on the public and therefore its licensees.

By all estimates, the demand for physical therapy and occupational therapy services will continue to increase at the previous rate over the short-term in Texas. The agency can implement this strategy with the original baseline budget, but will have difficulties with a reduced budget, i.e., a 4% reduced budget.

EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL CHANGE</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
<u>Base Spending (Est 2016 + Bud 2017)</u>	<u>Baseline Request (BL 2018 + BL 2019)</u>		<u>\$ Amount</u>	<u>Explanation(s) of Amount (must specify MOFs and FTEs)</u>
\$1,636,366	\$1,563,261	\$(73,105)	\$(73,105)	Biennial change due to calculation of the 4% budget reduction.
			<u>\$(73,105)</u>	Total of Explanation of Biennial Change

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 1 License Physical and Occupational Therapists and Register Facilities
 OBJECTIVE: 1 Ensure License and Registration Standards for PTs, OTs and Facilities
 STRATEGY: 2 Texas.gov. Estimated and Nontransferable

Service Categories:
 Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
Objects of Expense:						
2009	OTHER OPERATING EXPENSE	\$214,662	\$206,215	\$157,715	\$151,406	\$151,406
TOTAL, OBJECT OF EXPENSE		\$214,662	\$206,215	\$157,715	\$151,406	\$151,406
Method of Financing:						
1	General Revenue Fund	\$214,662	\$206,215	\$157,715	\$151,406	\$151,406
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$214,662	\$206,215	\$157,715	\$151,406	\$151,406
TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)					\$151,406	\$151,406
TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)		\$214,662	\$206,215	\$157,715	\$151,406	\$151,406

FULL TIME EQUIVALENT POSITIONS:

STRATEGY DESCRIPTION AND JUSTIFICATION:

In accordance with Government Code, Section 2054.252, Texas OnLine Project, the Executive Council of Physical Therapy and Occupational Therapy Examiners is required to participate in a licensee online renewal and application system. All licensees will pay a renewal and/or application subscription fee, collected and managed by the Comptroller, on behalf of NICUSA/Texas OnLine Authority, the ultimate recipient of the fees. Fees are collected by the agency. Monthly the agency makes a payment to NICUSA for the previous month's fees.

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 1 License Physical and Occupational Therapists and Register Facilities
 OBJECTIVE: 1 Ensure License and Registration Standards for PTs, OTs and Facilities Service Categories:
 STRATEGY: 2 Texas.gov. Estimated and Nontransferable Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:

EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL CHANGE</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
<u>Base Spending (Est 2016 + Bud 2017)</u>	<u>Baseline Request (BL 2018 + BL 2019)</u>		<u>\$ Amount</u>	<u>Explanation(s) of Amount (must specify MOFs and FTEs)</u>
\$363,930	\$302,812	\$(61,118)	\$(61,118)	Biennial change due to the calculation of the 4% budget reduction.
			<u>\$(61,118)</u>	Total of Explanation of Biennial Change

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 2 Promote Compliance and Enforce PT and OT Practice Acts and Rules
 OBJECTIVE: 1 Enforce and Adjudicate PT and OT Practice Acts
 STRATEGY: 1 Enforce the Physical Therapy and Occupational Therapy Practice Acts

Service Categories:

Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
Output Measures:						
KEY 1	Number of Complaints Resolved: Physical Therapy	448.00	450.00	550.00	550.00	600.00
KEY 2	Number of Complaints Resolved: Occupational Therapy	211.00	220.00	285.00	285.00	285.00
Efficiency Measures:						
KEY 1	Average Time for Complaint Resolution: Physical Therapy	127.00	140.00	125.00	125.00	125.00
KEY 2	Average Time for Complaint Resolution: Occupational Therapy	114.00	140.00	125.00	125.00	125.00
3	Average Cost Per Complaint Resolved: Physical Therapy	117.00	90.00	110.00	115.00	115.00
4	Average Cost Per Complaint Resolved: Occupational Therapy	107.00	85.00	110.00	115.00	115.00
Explanatory/Input Measures:						
KEY 1	Number of Jurisdictional Complaints Received: Physical Therapy	524.00	460.00	550.00	550.00	600.00
KEY 2	Number of Jurisdictional Complaints Received: Occupational Therapy	246.00	200.00	285.00	285.00	285.00
Objects of Expense:						
1001	SALARIES AND WAGES	\$297,476	\$347,835	\$347,834	\$347,733	\$347,733
1002	OTHER PERSONNEL COSTS	\$10,354	\$16,004	\$20,130	\$18,150	\$18,150

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 2 Promote Compliance and Enforce PT and OT Practice Acts and Rules
 OBJECTIVE: 1 Enforce and Adjudicate PT and OT Practice Acts
 STRATEGY: 1 Enforce the Physical Therapy and Occupational Therapy Practice Acts

Service Categories:

Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
2001	PROFESSIONAL FEES AND SERVICES	\$5,673	\$1,587	\$5,568	\$4,554	\$4,554
2003	CONSUMABLE SUPPLIES	\$4,422	\$4,950	\$4,950	\$4,950	\$4,950
2004	UTILITIES	\$4,738	\$3,596	\$3,596	\$2,376	\$2,376
2005	TRAVEL	\$14,005	\$16,253	\$15,840	\$11,632	\$11,632
2006	RENT - BUILDING	\$120	\$728	\$728	\$165	\$165
2009	OTHER OPERATING EXPENSE	\$24,148	\$44,142	\$45,243	\$30,475	\$30,475
TOTAL, OBJECT OF EXPENSE		\$360,936	\$435,095	\$443,889	\$420,035	\$420,035
Method of Financing:						
1	General Revenue Fund	\$341,730	\$401,899	\$414,179	\$400,637	\$400,637
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$341,730	\$401,899	\$414,179	\$400,637	\$400,637
Method of Financing:						
666	Appropriated Receipts	\$19,206	\$33,196	\$29,710	\$19,398	\$19,398
SUBTOTAL, MOF (OTHER FUNDS)		\$19,206	\$33,196	\$29,710	\$19,398	\$19,398

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 2 Promote Compliance and Enforce PT and OT Practice Acts and Rules
OBJECTIVE: 1 Enforce and Adjudicate PT and OT Practice Acts **Service Categories:**
STRATEGY: 1 Enforce the Physical Therapy and Occupational Therapy Practice Acts **Service:** 16 **Income:** A.2 **Age:** B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)					\$420,035	\$420,035
TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)		\$360,936	\$435,095	\$443,889	\$420,035	\$420,035
FULL TIME EQUIVALENT POSITIONS:		6.5	7.3	7.3	7.3	7.3

STRATEGY DESCRIPTION AND JUSTIFICATION:

The Executive Council of Physical Therapy and Occupational Therapy Examiners is an independent state health regulatory agency. The Executive Council was created in 1993 to administer and enforce the Physical Therapy Practice Act and the Occupational Therapy Practice Act.

The two boards are tasked by their governing statutes to regulate the occupations of physical therapists (PT), physical therapist assistants (PTA), occupational therapists (OT), and occupational therapist assistants (OTA) through licensing and enforcement. Additionally, the boards are tasked to register facilities which provide physical therapy and occupational therapy services. The Texas Board of Physical Therapy Examiners' enabling statute is the Texas Physical Therapy Practice Act, Article 4512e, V.T.C.S. The Texas Board of Occupational Therapy Examiners' enabling statute is the Occupational Therapy Practice Act, Article 8851, V.T.C.S.

This strategy will allow the agency to assist in the fulfillment of the statewide priority goal of ensuring that communities are served by high quality professionals and businesses by maintaining compliance. This strategy allows the agency to enforce the practice acts and rules of the Physical Therapy and Occupational Therapy Boards by monitoring the practice of physical therapy and occupational therapy, investigating complaints, and disciplining licensees who violate the practice acts or rules, thereby deterring other violations and safeguarding the public from unqualified practitioners.

EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:

The agency can implement this strategy with the original baseline budget, but will have difficulties with a reduced budget, e.g. a 4% reduced budget.

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 2 Promote Compliance and Enforce PT and OT Practice Acts and Rules
 OBJECTIVE: 1 Enforce and Adjudicate PT and OT Practice Acts Service Categories:
 STRATEGY: 1 Enforce the Physical Therapy and Occupational Therapy Practice Acts Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL CHANGE</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
Base Spending (Est 2016 + Bud 2017)	Baseline Request (BL 2018 + BL 2019)	\$ Amount	\$ Amount	Explanation(s) of Amount (must specify MOFs and FTEs)
\$878,984	\$840,070	\$(38,914)	\$(38,914)	Biennial change due to the calculation of the 4% budget reduction.
			<u>\$(38,914)</u>	Total of Explanation of Biennial Change

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 3 Indirect Administration
 OBJECTIVE: 1 Indirect Administration
 STRATEGY: 1 Licensing Indirect Administration

Service Categories:

Service: 09 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
Objects of Expense:						
1001	SALARIES AND WAGES	\$0	\$0	\$0	\$0	\$0
1002	OTHER PERSONNEL COSTS	\$941	\$1,455	\$1,830	\$1,650	\$1,650
2001	PROFESSIONAL FEES AND SERVICES	\$516	\$144	\$506	\$414	\$414
2003	CONSUMABLE SUPPLIES	\$402	\$450	\$450	\$450	\$450
2004	UTILITIES	\$431	\$327	\$327	\$216	\$216
2005	TRAVEL	\$1,273	\$1,478	\$1,440	\$1,058	\$1,058
2006	RENT - BUILDING	\$11	\$66	\$66	\$15	\$15
2009	OTHER OPERATING EXPENSE	\$2,195	\$4,013	\$4,113	\$2,770	\$2,770
TOTAL, OBJECT OF EXPENSE		\$5,769	\$7,933	\$8,732	\$6,573	\$6,573
Method of Financing:						
1	General Revenue Fund	\$5,462	\$7,328	\$8,148	\$6,269	\$6,269
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$5,462	\$7,328	\$8,148	\$6,269	\$6,269
Method of Financing:						
666	Appropriated Receipts	\$307	\$605	\$584	\$304	\$304
SUBTOTAL, MOF (OTHER FUNDS)		\$307	\$605	\$584	\$304	\$304

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 3 Indirect Administration
 OBJECTIVE: 1 Indirect Administration
 STRATEGY: 1 Licensing Indirect Administration

Service Categories:
 Service: 09 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)					\$6,573	\$6,573
TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)		\$5,769	\$7,933	\$8,732	\$6,573	\$6,573

FULL TIME EQUIVALENT POSITIONS:

STRATEGY DESCRIPTION AND JUSTIFICATION:

In general, indirect administrative and support costs are prorated on the basis of a percentage of the individual strategy to the actual budget total for each fiscal year. The percentage that applies to strategy 1, goal 3 is 3% for FY 2015 - FY 2019. This calculation method was selected based on the one function only the agency operates, regulates, and the administrative demands are closely related to the budget size.

EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:

3.A. Strategy Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

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533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 3 Indirect Administration
 OBJECTIVE: 1 Indirect Administration
 STRATEGY: 1 Licensing Indirect Administration

Service Categories:
 Service: 09 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL CHANGE</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
<u>Base Spending (Est 2016 + Bud 2017)</u>	<u>Baseline Request (BL 2018 + BL 2019)</u>		<u>\$ Amount</u>	<u>Explanation(s) of Amount (must specify MOFs and FTEs)</u>
\$16,665	\$13,146	\$(3,519)	\$(3,519)	Biennial change due to the calculation of the 4% budget reduction.
			<u>\$(3,519)</u>	Total of Explanation of Biennial Change

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 3 Indirect Administration
 OBJECTIVE: 1 Indirect Administration
 STRATEGY: 2 Enforcement Indirect Administration

Service Categories:
 Service: 09 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
Objects of Expense:						
1001	SALARIES AND WAGES	\$0	\$0	\$0	\$0	\$0
1002	OTHER PERSONNEL COSTS	\$628	\$970	\$1,220	\$1,100	\$1,100
2001	PROFESSIONAL FEES AND SERVICES	\$344	\$96	\$337	\$276	\$276
2003	CONSUMABLE SUPPLIES	\$268	\$300	\$300	\$300	\$300
2004	UTILITIES	\$287	\$218	\$218	\$144	\$144
2005	TRAVEL	\$849	\$985	\$960	\$705	\$705
2006	RENT - BUILDING	\$7	\$44	\$44	\$10	\$10
2009	OTHER OPERATING EXPENSE	\$1,463	\$2,675	\$2,743	\$1,847	\$1,847
TOTAL, OBJECT OF EXPENSE		\$3,846	\$5,288	\$5,822	\$4,382	\$4,382
Method of Financing:						
1	General Revenue Fund	\$3,640	\$4,884	\$5,431	\$4,180	\$4,180
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$3,640	\$4,884	\$5,431	\$4,180	\$4,180
Method of Financing:						
666	Appropriated Receipts	\$206	\$404	\$391	\$202	\$202
SUBTOTAL, MOF (OTHER FUNDS)		\$206	\$404	\$391	\$202	\$202

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 3 Indirect Administration
 OBJECTIVE: 1 Indirect Administration
 STRATEGY: 2 Enforcement Indirect Administration

Service Categories:

Service: 09 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019	
TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)						\$4,382	\$4,382
TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)		\$3,846	\$5,288	\$5,822	\$4,382	\$4,382	

FULL TIME EQUIVALENT POSITIONS:

STRATEGY DESCRIPTION AND JUSTIFICATION:

In general, indirect administrative and support costs are prorated on the basis of a percentage of the individual strategy to the actual budget total for each fiscal year. The percentage that applies to strategy 1, goal 3 is 2% for FY 2015 - FY2019. This calculation method was selected based on the one function only the agency operates, regulates, and the administrative demands are closely related to the budget size.

EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 3 Indirect Administration

OBJECTIVE: 1 Indirect Administration

STRATEGY: 2 Enforcement Indirect Administration

Service Categories:

Service: 09 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL CHANGE</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
Base Spending (Est 2016 + Bud 2017)	Baseline Request (BL 2018 + BL 2019)	\$ Amount	\$ Amount	Explanation(s) of Amount (must specify MOFs and FTEs)
\$11,110	\$8,764	\$(2,346)	\$(2,346)	Biennial change due to the calculation of the 4% budget reduction.
			\$(2,346)	Total of Explanation of Biennial Change

3.A. Strategy Request
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

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SUMMARY TOTALS:

OBJECTS OF EXPENSE:	\$1,256,898	\$1,464,453	\$1,442,602	\$1,364,027	\$1,364,026
METHODS OF FINANCE (INCLUDING RIDERS):				\$1,364,027	\$1,364,026
METHODS OF FINANCE (EXCLUDING RIDERS):	\$1,256,898	\$1,464,453	\$1,442,602	\$1,364,027	\$1,364,026
FULL TIME EQUIVALENT POSITIONS:	18.6	21.0	21.0	21.0	21.0

3.A.1. PROGRAM-LEVEL REQUEST SCHEDULE
85th Regular Session, Agency Submission, Version 1

Agency Code: 533		Agency: Executive Council of Physical Therapy & Occupational Therapy Examiners				Prepared By: Nell McMillin					
Date:						16-17	Requested	Requested	Biennial Total	Biennial Difference	
Goal	Goal Name	Strategy	Strategy Name	Program	Program Name	Base	2018	2019	18-19	\$	%
A	Establish and Maintain	A.1.1.	Operate an application and renewal licensure system	A.1.1.	Licensure	\$1,636,366	\$781,631	\$781,630	\$1,563,261	(\$73,105)	-4.5%
									\$0	\$0	
	Standards for Physical Therapy and Occupational Therapy	A.1.2.		A.1.2.	Texas.Gov	\$363,930	\$151,406	\$151,406	\$302,812	(\$61,118)	-16.8%
					Except. Item #1 Restore Baseline Reduction		\$35,425	\$35,425	\$70,850	\$70,850	
					Except. Item #2 Replace Phone System		\$6,760	\$0	\$6,760	\$6,760	
					Except. Item #3 Implement CAPPs		\$0	\$42,250	\$42,250	\$42,250	
					Except. Item #4 Salary Increases (for key employees)		\$24,595	\$24,595	\$49,190	\$49,190	
					Except. Item #5 Replace One of the Two Servers		\$2,600	\$0	\$2,600	\$2,600	
					Except. Item #6 Agency's Share of HPC Document Imaging System		\$4,612	\$1,125	\$5,737	\$5,737	
					Except. Item #7 Funding for Retirement of Four Employees		\$13,806	\$28,737	\$42,543	\$42,543	
					Except. Item #8 Increase in Travel/Per Diem		\$10,660	\$10,660	\$21,320	\$21,320	
					Except. Item #9 Improve Work Environment		\$10,400	\$0	\$10,400	\$10,400	
					Except. Item #10 Replace End of Life Office Furniture		\$1,625	\$1,625	\$3,250	\$3,250	
					Except. Item #11 Restore Employee Health Care/Retirement Contributions		\$10,148	\$10,148	\$20,296	\$20,296	
B	Protect Public Health by Enfo	B.1.1.	Administer Enforcement	B.1.1.	Enforcement	\$878,984	\$420,035	\$420,035	\$840,070	(\$38,914)	-4.4%
					Except. Item #1 Restore Baseline Reduction		\$19,075	\$19,075	\$38,150	\$38,150	
					Except. Item #2 Replace Phone System		\$3,640	\$0	\$3,640	\$3,640	
					Except. Item #3 Implement CAPPs		\$0	\$22,750	\$22,750	\$22,750	
					Except. Item #4 Salary Increases (for key employees)		\$13,244	\$13,244	\$26,488	\$26,488	
					Except. Item #5 Replace One of the Two Servers		\$1,400	\$0	\$1,400	\$1,400	
					Except. Item #6 Agency's Share of HPC Document Imaging System		\$2,484	\$606	\$3,090	\$3,090	
					Except. Item #7 Funding for Retirement of Four Employees		\$7,434	\$15,473	\$22,907	\$22,907	
					Except. Item #8 Increase in Travel/Per Diem		\$5,740	\$5,740	\$11,480	\$11,480	
					Except. Item #9 Improve Work Environment		\$5,600	\$0	\$5,600	\$5,600	
					Except. Item #10 Replace End of Life Office Furniture		\$875	\$875	\$1,750	\$1,750	
					Except. Item #11 Restore Employee Health Care/Retirement Contributions		\$5,464	\$5,464	\$10,928	\$10,928	
C	Indirect Administration	C.1.1.	Indirect Administration	C.1.1.	Licensing - Indirect Administration	\$16,665	\$6,573	\$6,573	\$13,146	(\$3,519)	-21.1%
									\$0	\$0	
		C.1.2.		C.1.2.	Enforcement - Indirect Administration	\$11,110	\$4,382	\$4,382	\$8,764	(\$2,346)	-21.1%
									\$0	\$0	
									\$0	\$0	

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4.A. Exceptional Item Request Schedule
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 2:58:32PM

Agency code: 533

Agency name:

Executive Council of Physical Therapy & Occupational Therapy Examiners

CODE	DESCRIPTION	Excp 2018	Excp 2019
	<p align="right">Item Name: Restore 4% budget reduction to baseline budget {2018 & 2019}</p> <p align="right">Item Priority: 1</p> <p align="right">IT Component: No</p> <p align="right">Anticipated Out-year Costs: No</p> <p align="right">Involve Contracts > \$50,000: No</p> <p>Includes Funding for the Following Strategy or Strategies:</p> <p>01-01-01 Issue and Renew Licenses and Register Facilities</p> <p>02-01-01 Enforce the Physical Therapy and Occupational Therapy Practice Acts</p>		
OBJECTS OF EXPENSE:			
1001	SALARIES AND WAGES	10,500	10,500
1002	OTHER PERSONNEL COSTS	7,000	7,000
2001	PROFESSIONAL FEES AND SERVICES	7,000	7,000
2003	CONSUMABLE SUPPLIES	5,000	5,000
2005	TRAVEL	5,000	5,000
2009	OTHER OPERATING EXPENSE	20,000	20,000
TOTAL, OBJECT OF EXPENSE		\$54,500	\$54,500
METHOD OF FINANCING:			
1	General Revenue Fund	54,500	54,500
TOTAL, METHOD OF FINANCING		\$54,500	\$54,500

DESCRIPTION / JUSTIFICATION:

This reduction equates to \$54,500 per year for FY2018 & FY2019. ECPTOTE will continue to perform its mission of protecting the public despite this 4 percent budget cut. It has done so in the past in spite of budget cuts of even greater amounts, but there have been consequences, for example, personnel losses, worsening results in both licensing and enforcement performance measures, and lost opportunities to better serve the public and licensees. Depending on other budgeted expenses, which only rise every year, the agency and two boards will probably as a minimum go back to 3 vs. 4 board meetings annually.

EXTERNAL/INTERNAL FACTORS:

While inadequate funding has the greatest negative impact on the ability of ECPTOTE to adequately support its mission, other economic variables affecting the agency through their impact to licensees & registered facilities to include rising health-care costs, the uncertainty about the future of Medicare/Medicaid and their reimbursement, national health care initiatives, the change of state spending & fund allocation, and the increase in the need for state services. All of these outside factors could exacerbate the immediate impact of the 4% budget reduction.

4.A. Exceptional Item Request Schedule
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
TIME: 2:58:32PM

Agency code: 533

Agency name:

Executive Council of Physical Therapy & Occupational Therapy Examiners

CODE	DESCRIPTION	Excp 2018	Excp 2019
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	Item Name: Replace current phone system with VOIP		
	Item Priority: 2		
	IT Component: No		
	Anticipated Out-year Costs: No		
	Involve Contracts > \$50,000: No		
	Includes Funding for the Following Strategy or Strategies:		
	01-01-01 Issue and Renew Licenses and Register Facilities		
	02-01-01 Enforce the Physical Therapy and Occupational Therapy Practice Acts		

OBJECTS OF EXPENSE:

2004 UTILITIES	10,400	0
TOTAL, OBJECT OF EXPENSE	\$10,400	\$0

METHOD OF FINANCING:

1 General Revenue Fund	10,400	0
TOTAL, METHOD OF FINANCING	\$10,400	\$0

DESCRIPTION / JUSTIFICATION:

Replacement of the current DIR supported phone system with a Voice-Over-Internet-Phone (VOIP) system due to shutdown of the current phone system by DIR in the indeterminate future. It is expected to occur by FY2018. This includes a network switch, monthly hardware costs, two fax lines, and server in support of voice mail.

EXTERNAL/INTERNAL FACTORS:

DIR is requiring a switch to a VOIP phone system, as at an indeterminate time in the upcoming biennium, it will no longer support the current phone system.

4.A. Exceptional Item Request Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 2:58:32PM

Agency code: 533

Agency name:

Executive Council of Physical Therapy & Occupational Therapy Examiners

CODE	DESCRIPTION	Excp 2018	Excp 2019
	<p align="center">Item Name: Implement CAPPs Item Priority: 3 IT Component: No Anticipated Out-year Costs: No Involve Contracts > \$50,000: No</p>		
	<p>Includes Funding for the Following Strategy or Strategies:</p> <p>01-01-01 Issue and Renew Licenses and Register Facilities 02-01-01 Enforce the Physical Therapy and Occupational Therapy Practice Acts</p>		

OBJECTS OF EXPENSE:

2009	OTHER OPERATING EXPENSE	0	65,000
	TOTAL, OBJECT OF EXPENSE	\$0	\$65,000

METHOD OF FINANCING:

1	General Revenue Fund	0	65,000
	TOTAL, METHOD OF FINANCING	\$0	\$65,000

DESCRIPTION / JUSTIFICATION:

The Executive Council was notified by the Comptroller that CAPPs HR/Payroll would be implemented in the agency starting in 9/1/18; with deployment scheduled by 7/2019. The requested funds are the amount calculated by the agency database administrator to make the necessary changes to the agency database to integrate the CAPPs system.

EXTERNAL/INTERNAL FACTORS:

Implementation of the CAPPs system by the agency is not an option.

Agency code: 533

Agency name:

Executive Council of Physical Therapy & Occupational Therapy Examiners

CODE	DESCRIPTION	Excp 2018	Excp 2019
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Item Name:	Salary increases for key employees		
Item Priority:	4		
IT Component:	No		
Anticipated Out-year Costs:	No		
Involve Contracts > \$50,000:	No		
Includes Funding for the Following Strategy or Strategies:	01-01-01	Issue and Renew Licenses and Register Facilities	
	02-01-01	Enforce the Physical Therapy and Occupational Therapy Practice Acts	

OBJECTS OF EXPENSE:

1001	SALARIES AND WAGES	37,839	37,839
	TOTAL, OBJECT OF EXPENSE	37,839	37,839

METHOD OF FINANCING:

1	General Revenue Fund	37,839	37,839
	TOTAL, METHOD OF FINANCING	37,839	37,839

DESCRIPTION / JUSTIFICATION:

Salary increases for key employees. An approximate overall 4% increase in salaries to cover classified employee merit raises. This is an absolute necessary for retaining quality employees, and avoiding all the costs of constantly hiring and training new employees. This was requested as an Exceptional Item in 2016, and was approved, but it was the first pay raise for many deserving employees since FY2009. It was not sufficient to counteract the hemorrhaging of quality employees to other agencies for more money. ECPTOTE is forced to compete with the larger Article 8 agencies in the Hobby Building with their much higher paying positions, and is now losing more clerks after spending the time and effort to train them and retain them by providing a good work environment. Eventually, without an occasional raise to reward hard work and loyalty, these good employees finally are forced to move for a higher salary. This Exceptional Item request is not for an across the agency pay raise, but will be targeted at those positions the agency can least afford to lose. Basically, the agency will try to bring its key administrative and clerk positions' salary up so it is comparable to all similar Article 8 agencies. In a related note, the 84th Legislature authorized a pay increase of the Executive Director but only funded \$3,485/yr. vs. the original request of \$9,586/yr. and an authorization increase of \$13,938/yr. Part of this request is to fund the first pay raise given to the Executive Director since 2009.

EXTERNAL/INTERNAL FACTORS:

With the current economy, it is becoming more difficult to retain and hire quality employees. Having the ability to award merit raises to deserving employees is crucial significantly aids the agency to retain them.

4.A. Exceptional Item Request Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 2:58:32PM

Agency code: 533

Agency name:

Executive Council of Physical Therapy & Occupational Therapy Examiners

CODE	DESCRIPTION	Excp 2018	Excp 2019
	Item Name: Replace one of the two agency servers Item Priority: 5 IT Component: No Anticipated Out-year Costs: No Involve Contracts > \$50,000: No		
	Includes Funding for the Following Strategy or Strategies: 01-01-01 Issue and Renew Licenses and Register Facilities 02-01-01 Enforce the Physical Therapy and Occupational Therapy Practice Acts		

OBJECTS OF EXPENSE:

2009	OTHER OPERATING EXPENSE	4,000	0
	TOTAL, OBJECT OF EXPENSE	\$4,000	\$0

METHOD OF FINANCING:

1	General Revenue Fund	4,000	0
	TOTAL, METHOD OF FINANCING	\$4,000	\$0

DESCRIPTION / JUSTIFICATION:

The request is for funding to replace one of the two agency servers that will be out of warranty in the upcoming biennium and that is beyond the four to five year replacement period as recommended by DIR. We are trying to avoid a repeat of an agency server crash in early CY2014 that took down the licensing database for a week.

EXTERNAL/INTERNAL FACTORS:

This action is based on DIR and HPC IT techs recommendation for server replacement.

4.A. Exceptional Item Request Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 2:58:32PM

Agency code: 533

Agency name:

Executive Council of Physical Therapy & Occupational Therapy Examiners

CODE	DESCRIPTION	Excp 2018	Excp 2019
	Item Name: Agency share of HPC document system replacement Item Priority: 6 IT Component: No Anticipated Out-year Costs: No Involve Contracts > \$50,000: No Includes Funding for the Following Strategy or Strategies: 01-01-01 Issue and Renew Licenses and Register Facilities 02-01-01 Enforce the Physical Therapy and Occupational Therapy Practice Acts		
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	7,096	1,731
TOTAL, OBJECT OF EXPENSE		\$7,096	\$1,731
METHOD OF FINANCING:			
1	General Revenue Fund	7,096	1,731
TOTAL, METHOD OF FINANCING		\$7,096	\$1,731

DESCRIPTION / JUSTIFICATION:

Along with seven other health agencies, the Executive Council actively participates in the HPC document imaging system. The HPC will be requesting funds to migrate to a significantly better Laserfiche system called RIO. The Executive Council would continue to digitize its records and the newer system would be a significant improvement to agency operations. The HPC is requesting this system as an exceptional item, and the Executive Council's share of the purchase is \$7,096 in FY2018 and \$1,731 in FY2019.

EXTERNAL/INTERNAL FACTORS:

The agency is currently integrating the files stored on the HPC document imaging system into its new database currently under development.

4.A. Exceptional Item Request Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 2:58:32PM

Agency code: 533

Agency name:

Executive Council of Physical Therapy & Occupational Therapy Examiners

CODE	DESCRIPTION		Excp 2018	Excp 2019
	Item Name:	Funding for retirement of four employees		
	Item Priority:	7		
	IT Component:	No		
	Anticipated Out-year Costs:	No		
	Involve Contracts > \$50,000:	No		
	Includes Funding for the Following Strategy or Strategies:	01-01-01 Issue and Renew Licenses and Register Facilities		
		02-01-01 Enforce the Physical Therapy and Occupational Therapy Practice Acts		
OBJECTS OF EXPENSE:				
1002	OTHER PERSONNEL COSTS		21,240	44,210
	TOTAL, OBJECT OF EXPENSE		\$21,240	\$44,210
METHOD OF FINANCING:				
1	General Revenue Fund		21,240	44,210
	TOTAL, METHOD OF FINANCING		\$21,240	\$44,210

DESCRIPTION / JUSTIFICATION:

Four employees have indicated that they will retire in FY2018 and FY2019 (two in each year). This amount represents the amount of annual leave they will probably have accrued by their retirement date based on their current leave balance, and must be paid by the agency in a lump sum when they terminate employment. There are two employees in each fiscal year.

EXTERNAL/INTERNAL FACTORS:

The lump sum annual leave payment is based on the employees' accrued leave on the date of retirement. In the past employees had to choose between taking their remaining leave in a lump sum or applying it to their time in service calculations. Now there is no option; they receive both. The lump sum payment is expensed from agency funds and not from ERS. The agency has had to make one of these payments for the last three fiscal years. The most recent payment to a retired agency employee was \$17,000.

4.A. Exceptional Item Request Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 2:58:32PM

Agency code: 533

Agency name:

Executive Council of Physical Therapy & Occupational Therapy Examiners

CODE	DESCRIPTION	Excp 2018	Excp 2019
	<p>Item Name: Increase in travel/per diem Item Priority: 8 IT Component: No Anticipated Out-year Costs: No Involve Contracts > \$50,000: No</p> <p>Includes Funding for the Following Strategy or Strategies:</p> <p>01-01-01 Issue and Renew Licenses and Register Facilities 02-01-01 Enforce the Physical Therapy and Occupational Therapy Practice Acts</p>		

OBJECTS OF EXPENSE:

2005	TRAVEL	16,400	16,400
TOTAL, OBJECT OF EXPENSE		\$16,400	\$16,400

METHOD OF FINANCING:

1	General Revenue Fund	16,400	16,400
TOTAL, METHOD OF FINANCING		\$16,400	\$16,400

DESCRIPTION / JUSTIFICATION:

An increase in travel funds is needed to keep pace with the increase in reimbursement rates, which is tied to the higher (in some cases much higher) Federal rates. Current lodging reimbursement rates for the Austin area alone have increased 84% since FY 2012. The three-person investigation staff receives and investigates all complaints against the boards' licensees, and works closely with the investigation committees of the two boards each consisting of nine members. The Physical Therapy Board has 78% of its members and 67% of the members of its investigation committee members reside out of town. The Occupational Therapy Board has 67% of its members and 33% of the members of its investigation committee members reside out of town. The Executive Council has 60% of its members reside out of town. Funding of additional travel funds of \$16,400 in FY 2018 and \$16,400 in FY 2019 is requested to ensure that Texas consumers are served effectively and efficiently.

This was requested but not funded in the FY2016/2017 Legislative Appropriations Request.

EXTERNAL/INTERNAL FACTORS:

Travel costs continue to rise every year especially since the rates were removed from the Appropriation Acts to the federal travel rates. Travel is a necessary expense as it is absolutely necessary for the support of the boards' efforts to protect the public.

4.A. Exceptional Item Request Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 2:58:32PM

Agency code: 533

Agency name:

Executive Council of Physical Therapy & Occupational Therapy Examiners

CODE	DESCRIPTION	Excp 2018	Excp 2019
	Item Name: Improve environment/painting walls		
	Item Priority: 9		
	IT Component: No		
	Anticipated Out-year Costs: No		
	Involve Contracts > \$50,000: No		
	Includes Funding for the Following Strategy or Strategies:		
	01-01-01 Issue and Renew Licenses and Register Facilities		
	02-01-01 Enforce the Physical Therapy and Occupational Therapy Practice Acts		
 OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	16,000	0
	TOTAL, OBJECT OF EXPENSE	\$16,000	\$0
 METHOD OF FINANCING:			
1	General Revenue Fund	16,000	0
	TOTAL, METHOD OF FINANCING	\$16,000	\$0

DESCRIPTION / JUSTIFICATION:

This funding is requested to improve the work environment; e.g. painting the walls on the administrative office side of the agency for the first time since before 1995. The walls in the licensing side of the agency were painted in FY2016, and the carpets on both sides were replaced in the last five years. Funding of \$16,000 in FY 2018 would be needed to complete the project.

EXTERNAL/INTERNAL FACTORS:

The agency is required to pay for any working environment maintenance and improvements.

4.A. Exceptional Item Request Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 2:58:32PM

Agency code: 533

Agency name:

Executive Council of Physical Therapy & Occupational Therapy Examiners

CODE	DESCRIPTION	Excp 2018	Excp 2019
	Item Name: Replace end of life office furniture Item Priority: 10 IT Component: No Anticipated Out-year Costs: No Involve Contracts > \$50,000: No Includes Funding for the Following Strategy or Strategies:		
	01-01-01 Issue and Renew Licenses and Register Facilities		
	02-01-01 Enforce the Physical Therapy and Occupational Therapy Practice Acts		

OBJECTS OF EXPENSE:

2009	OTHER OPERATING EXPENSE	2,500	2,500
	TOTAL, OBJECT OF EXPENSE	\$2,500	\$2,500

METHOD OF FINANCING:

1	General Revenue Fund	2,500	2,500
	TOTAL, METHOD OF FINANCING	\$2,500	\$2,500

DESCRIPTION / JUSTIFICATION:

Replacement of various office furniture that is reaching the end or have reached their useful lives is needed. Funding of \$2,500 for each fiscal is requested. The newest office furniture is as old as ECPTOTE, and the rest is even older. The furniture in the worst condition was covered by an Exceptional Item request in the FY 2015 Appropriations Act. This is for equipment not repaired/replaced, and replacement of the executive director's chair and desk, both 25+ years old.

EXTERNAL/INTERNAL FACTORS:

This was requested but not funded in the FY2016/2017 Legislative Appropriations Request.

4.A. Exceptional Item Request Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 2:58:32PM

Agency code: 533

Agency name:

Executive Council of Physical Therapy & Occupational Therapy Examiners

CODE	DESCRIPTION	Excp 2018	Excp 2019
	<p align="right">Item Name: Restore employee healthcare and retirement contribution by agency</p> <p align="right">Item Priority: 11</p> <p align="right">IT Component: No</p> <p align="right">Anticipated Out-year Costs: No</p> <p align="right">Involve Contracts > \$50,000: No</p> <p>Includes Funding for the Following Strategy or Strategies:</p> <p>01-01-01 Issue and Renew Licenses and Register Facilities</p> <p>02-01-01 Enforce the Physical Therapy and Occupational Therapy Practice Acts</p>		
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	15,612	15,612
	TOTAL, OBJECT OF EXPENSE	15,612	15,612
METHOD OF FINANCING:			
1	General Revenue Fund	15,612	15,612
	TOTAL, METHOD OF FINANCING	15,612	15,612

DESCRIPTION / JUSTIFICATION:

Funding of \$15,612 in FY 2018 and \$15,612 in FY 2019 is requested to restore the agency's funds that it is directed to help pay the employee health care and retirement. These funds for this expense come directly from the agency's regular appropriations with no reimbursement and no means to offset. The agency does not have the funds to continue to accept this cut to its appropriations. The necessary funds only continue to grow as employee salaries also increase. In the last biennium the agency contributions were \$13,400/year.

EXTERNAL/INTERNAL FACTORS:

It is expected that this ever increasing contribution to the Employee Retirement System and Employee health system will continue as most unfunded mandates are prone to do, which will cause the agency to cut critical services.

This was requested as an exceptional item, but not funded in the FY2016/2017 Legislative Appropriations Request.

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533

Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Restore 4% budget reduction to baseline budget {2018 & 2019}			
Allocation to Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities			
OBJECTS OF EXPENSE:			
1001	SALARIES AND WAGES	6,825	6,825
1002	OTHER PERSONNEL COSTS	4,550	4,550
2001	PROFESSIONAL FEES AND SERVICES	4,550	4,550
2003	CONSUMABLE SUPPLIES	3,250	3,250
2005	TRAVEL	3,250	3,250
2009	OTHER OPERATING EXPENSE	13,000	13,000
TOTAL, OBJECT OF EXPENSE		\$35,425	\$35,425
METHOD OF FINANCING:			
1 General Revenue Fund		35,425	35,425
TOTAL, METHOD OF FINANCING		\$35,425	\$35,425

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Restore 4% budget reduction to baseline budget {2018 & 2019}			
Allocation to Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts			
OBJECTS OF EXPENSE:			
1001	SALARIES AND WAGES	3,675	3,675
1002	OTHER PERSONNEL COSTS	2,450	2,450
2001	PROFESSIONAL FEES AND SERVICES	2,450	2,450
2003	CONSUMABLE SUPPLIES	1,750	1,750
2005	TRAVEL	1,750	1,750
2009	OTHER OPERATING EXPENSE	7,000	7,000
TOTAL, OBJECT OF EXPENSE		\$19,075	\$19,075
METHOD OF FINANCING:			
1 General Revenue Fund		19,075	19,075
TOTAL, METHOD OF FINANCING		\$19,075	\$19,075

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533

Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Replace current phone system with VOIP			
Allocation to Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities			
OBJECTS OF EXPENSE:			
2004	UTILITIES	6,760	0
TOTAL, OBJECT OF EXPENSE		\$6,760	\$0
METHOD OF FINANCING:			
1	General Revenue Fund	6,760	0
TOTAL, METHOD OF FINANCING		\$6,760	\$0

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Replace current phone system with VOIP			
Allocation to Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts			
OBJECTS OF EXPENSE:			
2004	UTILITIES	3,640	0
TOTAL, OBJECT OF EXPENSE		\$3,640	\$0
METHOD OF FINANCING:			
1	General Revenue Fund	3,640	0
TOTAL, METHOD OF FINANCING		\$3,640	\$0

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533

Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Implement CAPPs			
Allocation to Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities			
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	0	42,250
TOTAL, OBJECT OF EXPENSE		\$0	\$42,250
METHOD OF FINANCING:			
1	General Revenue Fund	0	42,250
TOTAL, METHOD OF FINANCING		\$0	\$42,250

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Implement CAPPs			
Allocation to Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts			
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	0	22,750
TOTAL, OBJECT OF EXPENSE		\$0	\$22,750
METHOD OF FINANCING:			
1	General Revenue Fund	0	22,750
TOTAL, METHOD OF FINANCING		\$0	\$22,750

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533

Agency name: **Executive Council of Physical Therapy & Occupational Therapy Examiners**

Code Description	Excp 2018	Excp 2019
Item Name: Salary increases for key employees		
Allocation to Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities		
OBJECTS OF EXPENSE:		
1001 SALARIES AND WAGES	24,595	24,595
TOTAL, OBJECT OF EXPENSE	\$24,595	\$24,595
METHOD OF FINANCING:		
1 General Revenue Fund	24,595	24,595
TOTAL, METHOD OF FINANCING	\$24,595	\$24,595

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Salary increases for key employees			
Allocation to Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts			
OBJECTS OF EXPENSE:			
1001	SALARIES AND WAGES	13,244	13,244
TOTAL, OBJECT OF EXPENSE		\$13,244	\$13,244
METHOD OF FINANCING:			
1	General Revenue Fund	13,244	13,244
TOTAL, METHOD OF FINANCING		\$13,244	\$13,244

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533

Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Replace one of the two agency servers			
Allocation to Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities			
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	2,600	0
TOTAL, OBJECT OF EXPENSE		\$2,600	\$0
METHOD OF FINANCING:			
1	General Revenue Fund	2,600	0
TOTAL, METHOD OF FINANCING		\$2,600	\$0

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Replace one of the two agency servers			
Allocation to Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts			
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	1,400	0
TOTAL, OBJECT OF EXPENSE		\$1,400	\$0
METHOD OF FINANCING:			
1	General Revenue Fund	1,400	0
TOTAL, METHOD OF FINANCING		\$1,400	\$0

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533

Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Agency share of HPC document system replacement			
Allocation to Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities			
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	4,612	1,125
TOTAL, OBJECT OF EXPENSE		\$4,612	\$1,125
METHOD OF FINANCING:			
1	General Revenue Fund	4,612	1,125
TOTAL, METHOD OF FINANCING		\$4,612	\$1,125

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Agency share of HPC document system replacement			
Allocation to Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts			
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	2,484	606
TOTAL, OBJECT OF EXPENSE		\$2,484	\$606
METHOD OF FINANCING:			
1	General Revenue Fund	2,484	606
TOTAL, METHOD OF FINANCING		\$2,484	\$606

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533

Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Funding for retirement of four employees			
Allocation to Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities			
OBJECTS OF EXPENSE:			
1002	OTHER PERSONNEL COSTS	13,806	28,737
TOTAL, OBJECT OF EXPENSE		\$13,806	\$28,737
METHOD OF FINANCING:			
1	General Revenue Fund	13,806	28,737
TOTAL, METHOD OF FINANCING		\$13,806	\$28,737

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Funding for retirement of four employees			
Allocation to Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts			
OBJECTS OF EXPENSE:			
1002	OTHER PERSONNEL COSTS	7,434	15,473
TOTAL, OBJECT OF EXPENSE		\$7,434	\$15,473
METHOD OF FINANCING:			
1	General Revenue Fund	7,434	15,473
TOTAL, METHOD OF FINANCING		\$7,434	\$15,473

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533

Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Increase in travel/per diem			
Allocation to Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities			
OBJECTS OF EXPENSE:			
2005	TRAVEL	10,660	10,660
TOTAL, OBJECT OF EXPENSE		\$10,660	\$10,660
METHOD OF FINANCING:			
1	General Revenue Fund	10,660	10,660
TOTAL, METHOD OF FINANCING		\$10,660	\$10,660

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Increase in travel/per diem			
Allocation to Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts			
OBJECTS OF EXPENSE:			
2005	TRAVEL	5,740	5,740
TOTAL, OBJECT OF EXPENSE		\$5,740	\$5,740
METHOD OF FINANCING:			
1	General Revenue Fund	5,740	5,740
TOTAL, METHOD OF FINANCING		\$5,740	\$5,740

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533

Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Improve environment/painting walls			
Allocation to Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities			
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	10,400	0
TOTAL, OBJECT OF EXPENSE		\$10,400	\$0
METHOD OF FINANCING:			
1	General Revenue Fund	10,400	0
TOTAL, METHOD OF FINANCING		\$10,400	\$0

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Improve environment/painting walls			
Allocation to Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts			
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	5,600	0
TOTAL, OBJECT OF EXPENSE		\$5,600	\$0
METHOD OF FINANCING:			
1	General Revenue Fund	5,600	0
TOTAL, METHOD OF FINANCING		\$5,600	\$0

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533

Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Replace end of life office furniture			
Allocation to Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities			
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	1,625	1,625
TOTAL, OBJECT OF EXPENSE		\$1,625	\$1,625
METHOD OF FINANCING:			
1	General Revenue Fund	1,625	1,625
TOTAL, METHOD OF FINANCING		\$1,625	\$1,625

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Replace end of life office furniture			
Allocation to Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts			
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	875	875
TOTAL, OBJECT OF EXPENSE		\$875	\$875
METHOD OF FINANCING:			
1	General Revenue Fund	875	875
TOTAL, METHOD OF FINANCING		\$875	\$875

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533

Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Restore employee healthcare and retirement contribution by agency			
Allocation to Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities			
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	10,148	10,148
TOTAL, OBJECT OF EXPENSE		\$10,148	\$10,148
METHOD OF FINANCING:			
1	General Revenue Fund	10,148	10,148
TOTAL, METHOD OF FINANCING		\$10,148	\$10,148

4.B. Exceptional Items Strategy Allocation Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:00:20PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Code	Description	Excp 2018	Excp 2019
Item Name: Restore employee healthcare and retirement contribution by agency			
Allocation to Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts			
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	5,464	5,464
TOTAL, OBJECT OF EXPENSE		\$5,464	\$5,464
METHOD OF FINANCING:			
1	General Revenue Fund	5,464	5,464
TOTAL, METHOD OF FINANCING		\$5,464	\$5,464

4.C. Exceptional Items Strategy Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:01:29PM

Agency Code: **533** Agency name: **Executive Council of Physical Therapy & Occupational Therapy Examiners**

GOAL: 1 License Physical and Occupational Therapists and Register Facilities
 OBJECTIVE: 1 Ensure License and Registration Standards for PTs, OTs and Facilities
 STRATEGY: 1 Issue and Renew Licenses and Register Facilities

Service Categories:
 Service: 16 Income: A.2 Age: B.3

CODE DESCRIPTION	Excp 2018	Excp 2019
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OBJECTS OF EXPENSE:

1001 SALARIES AND WAGES	31,420	31,420
1002 OTHER PERSONNEL COSTS	18,356	33,287
2001 PROFESSIONAL FEES AND SERVICES	4,550	4,550
2003 CONSUMABLE SUPPLIES	3,250	3,250
2004 UTILITIES	6,760	0
2005 TRAVEL	13,910	13,910
2009 OTHER OPERATING EXPENSE	42,385	68,148
Total, Objects of Expense	\$120,631	\$154,565

METHOD OF FINANCING:

1 General Revenue Fund	120,631	154,565
Total, Method of Finance	\$120,631	\$154,565

EXCEPTIONAL ITEM(S) INCLUDED IN STRATEGY:

- Restore 4% budget reduction to baseline budget {2018 & 2019}
- Replace current phone system with VOIP
- Implement CAPPS
- Salary increases for key employees
- Replace one of the two agency servers
- Agency share of HPC document system replacement
- Funding for retirement of four employees
- Increase in travel/per diem
- Improve environment/painting walls

4.C. Exceptional Items Strategy Request
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
TIME: 3:01:29PM

Agency Code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 1 License Physical and Occupational Therapists and Register Facilities

OBJECTIVE: 1 Ensure License and Registration Standards for PTs, OTs and Facilities

Service Categories:

STRATEGY: 1 Issue and Renew Licenses and Register Facilities

Service: 16 Income: A.2 Age: B.3

CODE DESCRIPTION

Excp 2018

Excp 2019

Replace end of life office furniture

Restore employee healthcare and retirement contribution by agency

4.C. Exceptional Items Strategy Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
 TIME: 3:01:29PM

Agency Code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 2 Promote Compliance and Enforce PT and OT Practice Acts and Rules

OBJECTIVE: 1 Enforce and Adjudicate PT and OT Practice Acts

Service Categories:

STRATEGY: 1 Enforce the Physical Therapy and Occupational Therapy Practice Acts

Service: 16 Income: A.2 Age: B.3

CODE DESCRIPTION	Excp 2018	Excp 2019
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OBJECTS OF EXPENSE:

1001 SALARIES AND WAGES	16,919	16,919
1002 OTHER PERSONNEL COSTS	9,884	17,923
2001 PROFESSIONAL FEES AND SERVICES	2,450	2,450
2003 CONSUMABLE SUPPLIES	1,750	1,750
2004 UTILITIES	3,640	0
2005 TRAVEL	7,490	7,490
2009 OTHER OPERATING EXPENSE	22,823	36,695
Total, Objects of Expense	\$64,956	\$83,227

METHOD OF FINANCING:

1. General Revenue Fund	64,956	83,227
Total, Method of Finance	\$64,956	\$83,227

EXCEPTIONAL ITEM(S) INCLUDED IN STRATEGY:

- Restore 4% budget reduction to baseline budget {2018 & 2019}
- Replace current phone system with VOIP
- Implement CAPPs
- Salary increases for key employees
- Replace one of the two agency servers
- Agency share of HPC document system replacement
- Funding for retirement of four employees
- Increase in travel/per diem
- Improve environment/painting walls

4.C. Exceptional Items Strategy Request
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
TIME: 3:01:29PM

Agency Code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

GOAL: 2 Promote Compliance and Enforce PT and OT Practice Acts and Rules

OBJECTIVE: 1 Enforce and Adjudicate PT and OT Practice Acts

Service Categories:

STRATEGY: 1 Enforce the Physical Therapy and Occupational Therapy Practice Acts

Service: 16 Income: A.2 Age: B.3

CODE DESCRIPTION

Excp 2018

Excp 2019

Replace end of life office furniture

Restore employee healthcare and retirement contribution by agency

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

Category Code / Category Name			Excp 2018	Excp 2019
Project Number / Name				
OOE / TOF / MOF CODE				
8000	Centralized Accounting and Payroll/Personnel System (CAPPS)			
	<u>1 DATABASE DEVELOPMENT</u>			
	Objects of Expense			
	2009 OTHER OPERATING EXPENSE		0	65,000
	Subtotal OOE, Project 1		0	65,000
	Type of Financing			
	CA 1 General Revenue Fund		0	65,000
	Subtotal TOF, Project 1		0	65,000
	Subtotal Category 8000		0	65,000
	AGENCY TOTAL		0	65,000
	METHOD OF FINANCING:			
	1 General Revenue Fund		0	65,000
	Total, Method of Financing		0	65,000
	TYPE OF FINANCING:			
	CA CURRENT APPROPRIATIONS		0	65,000
	Total, Type of Financing		0	65,000

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

Category Code/Name

Project Number/Name

Goal/Obj/Str	Strategy Name	Excp 2018	Excp 2019
8000 Centralized Accounting and Payroll/Personnel System (CAPPS)			
1	DATABASE DEVELOPMENT		
1 1 1	OPERATE LICENSING SYSTEM	0	42,250
2 1 1	ADMINISTER ENFORCEMENT	0	22,750
TOTAL, PROJECT		0	65,000
TOTAL, ALL PROJECTS		0	65,000

General Revenue (GR) & General Revenue Dedicated (GR-D) Baseline

DATE: 8/16/2016

85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

TIME: 3:04:00PM

Agency code:

Agency name: **Executive Council of Physical Therapy & Occupational Therapy Examiners**

GR Baseline Request Limit = \$2,616,053

GR-D Baseline Request Limit = \$0

Strategy/Strategy Option/Rider

2018 Funds				2019 Funds				Biennial Cumulative GR	Biennial Cumulative Ded	Page #
FTEs	Total	GR	Ded	FTEs	Total	GR	Ded			
Strategy: 1 1-1	Issue and Renew Licenses and Register Facilities									
13.7	781,631	745,535	0	13.7	781,630	745,534	0	1,491,069	0	_____
Strategy: 1 1-2	Texas.gov. Estimated and Nontransferable									
0.0	151,406	151,406	0	0.0	151,406	151,406	0	1,793,881	0	_____
Strategy: 2 1-1	Enforce the Physical Therapy and Occupational Therapy Practice Acts									
7.3	420,035	400,637	0	7.3	420,035	400,637	0	2,595,155	0	_____
Strategy: 3 1-1	Licensing Indirect Administration									
0.0	6,573	6,269	0	0.0	6,573	6,269	0	2,607,693	0	_____
Strategy: 3 1-2	Enforcement Indirect Administration									
0.0	4,382	4,180	0	0.0	4,382	4,180	0	2,616,053	0	_____
21.0				21.0				*****GR Baseline Request Limit=\$2,616,053*****		
Excp Item: 1	Restore 4% budget reduction to baseline budget (2018 & 2019)									
0.0	54,500	54,500	0	0.0	54,500	54,500	0	2,725,053	0	_____
Strategy Detail for Excp Item: 1										
Strategy: 1 1-1	Issue and Renew Licenses and Register Facilities									
0.0	35,425	35,425	0	0.0	35,425	35,425	0			
Strategy: 2 1-1	Enforce the Physical Therapy and Occupational Therapy Practice Acts									
0.0	19,075	19,075	0	0.0	19,075	19,075	0			
Excp Item: 2	Replace current phone system with VOIP									
0.0	10,400	10,400	0	0.0	0	0	0	2,735,453	0	_____

General Revenue (GR) & General Revenue Dedicated (GR-D) Baseline

85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016

TIME: 3:04:00PM

Agency code:

Agency name: **Executive Council of Physical Therapy & Occupational Therapy Examiners**

GR Baseline Request Limit = \$2,616,053

GR-D Baseline Request Limit = \$0

Strategy/Strategy Option/Rider				2018 Funds				2019 Funds				Biennial	Biennial	Page #
FTEs	Total	GR	Ded	FTEs	Total	GR	Ded	Cumulative GR	Cumulative Ded					
Strategy Detail for Excp Item: 2														
Strategy: 1	1	1	Issue and Renew Licenses and Register Facilities											
0.0	6,760	6,760	0	0.0	0	0	0							
Strategy: 2	1	1	Enforce the Physical Therapy and Occupational Therapy Practice Acts											
0.0	3,640	3,640	0	0.0	0	0	0							
Excp Item: 3	Implement CAPPs													
0.0	0	0	0	0.0	65,000	65,000	0	2,800,453	0					
Strategy Detail for Excp Item: 3														
Strategy: 1	1	1	Issue and Renew Licenses and Register Facilities											
0.0	0	0	0	0.0	42,250	42,250	0							
Strategy: 2	1	1	Enforce the Physical Therapy and Occupational Therapy Practice Acts											
0.0	0	0	0	0.0	22,750	22,750	0							
Excp Item: 4	Salary increases for key employees													
0.0	37,839	37,839	0	0.0	37,839	37,839	0	2,876,131	0					
Strategy Detail for Excp Item: 4														
Strategy: 1	1	1	Issue and Renew Licenses and Register Facilities											
0.0	24,595	24,595	0	0.0	24,595	24,595	0							
Strategy: 2	1	1	Enforce the Physical Therapy and Occupational Therapy Practice Acts											
0.0	13,244	13,244	0	0.0	13,244	13,244	0							
Excp Item: 5	Replace one of the two agency servers													
0.0	4,000	4,000	0	0.0	0	0	0	2,880,131	0					

General Revenue (GR) & General Revenue Dedicated (GR-D) Baseline

85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016

TIME: 3:04:00PM

Agency code:

Agency name: **Executive Council of Physical Therapy & Occupational Therapy Examiners**

GR Baseline Request Limit = \$2,616,053

GR-D Baseline Request Limit = \$0

Strategy/Strategy Option/Rider

2018 Funds				2019 Funds				Biennial Cumulative GR	Biennial Cumulative Ded	Page #
FTEs	Total	GR	Ded	FTEs	Total	GR	Ded			
Strategy Detail for Excp Item: 5										
Strategy: 1	1 - 1	Issue and Renew Licenses and Register Facilities								
0.0	2,600	2,600	0	0.0	0	0	0			
Strategy: 2	1 - 1	Enforce the Physical Therapy and Occupational Therapy Practice Acts								
0.0	1,400	1,400	0	0.0	0	0	0			
Excp Item: 6	Agency share of HPC document system replacement									
0.0	7,096	7,096	0	0.0	1,731	1,731	0	2,888,958	0	_____
Strategy Detail for Excp Item: 6										
Strategy: 1	1 - 1	Issue and Renew Licenses and Register Facilities								
0.0	4,612	4,612	0	0.0	1,125	1,125	0			
Strategy: 2	1 - 1	Enforce the Physical Therapy and Occupational Therapy Practice Acts								
0.0	2,484	2,484	0	0.0	606	606	0			
Excp Item: 7	Funding for retirement of four employees									
0.0	21,240	21,240	0	0.0	44,210	44,210	0	2,954,408	0	_____
Strategy Detail for Excp Item: 7										
Strategy: 1	1 - 1	Issue and Renew Licenses and Register Facilities								
0.0	13,806	13,806	0	0.0	28,737	28,737	0			
Strategy: 2	1 - 1	Enforce the Physical Therapy and Occupational Therapy Practice Acts								
0.0	7,434	7,434	0	0.0	15,473	15,473	0			
Excp Item: 8	Increase in travel/per diem									
0.0	16,400	16,400	0	0.0	16,400	16,400	0	2,987,208	0	_____

General Revenue (GR) & General Revenue Dedicated (GR-D) Baseline

DATE: 8/16/2016

85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

TIME: 3:04:00PM

Agency code:

Agency name: **Executive Council of Physical Therapy & Occupational Therapy Examiners**

GR Baseline Request Limit = \$2,616,053

GR-D Baseline Request Limit = \$0

Strategy/Strategy Option/Rider				2018 Funds					2019 Funds				Biennial Cumulative GR	Biennial Cumulative Ded	Page #
FTEs	Total	GR	Ded	FTEs	Total	GR	Ded	FTEs	Total	GR	Ded				
Strategy Detail for Excp Item: 8															
Strategy: 1	1	1	Issue and Renew Licenses and Register Facilities												
0.0	10,660	10,660	0	0.0	10,660	10,660	0								
Strategy: 2	1	1	Enforce the Physical Therapy and Occupational Therapy Practice Acts												
0.0	5,740	5,740	0	0.0	5,740	5,740	0								
Excp Item: 9	Improve environment/painting walls														
0.0	16,000	16,000	0	0.0	0	0	0					3,003,208	0	_____	
Strategy Detail for Excp Item: 9															
Strategy: 1	1	1	Issue and Renew Licenses and Register Facilities												
0.0	10,400	10,400	0	0.0	0	0	0								
Strategy: 2	1	1	Enforce the Physical Therapy and Occupational Therapy Practice Acts												
0.0	5,600	5,600	0	0.0	0	0	0								
Excp Item: 10	Replace end of life office furniture														
0.0	2,500	2,500	0	0.0	2,500	2,500	0					3,008,208	0	_____	
Strategy Detail for Excp Item: 10															
Strategy: 1	1	1	Issue and Renew Licenses and Register Facilities												
0.0	1,625	1,625	0	0.0	1,625	1,625	0								
Strategy: 2	1	1	Enforce the Physical Therapy and Occupational Therapy Practice Acts												
0.0	875	875	0	0.0	875	875	0								
Excp Item: 11	Restore employee healthcare and retirement contribution by agency														
0.0	15,612	15,612	0	0.0	15,612	15,612	0					3,039,432	0	_____	

General Revenue (GR) & General Revenue Dedicated (GR-D) Baseline

DATE: 8/16/2016

85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

TIME: 3:04:00PM

Agency code:

Agency name: **Executive Council of Physical Therapy & Occupational Therapy Examiners**

GR Baseline Request Limit = \$2,616,053

GR-D Baseline Request Limit = \$0

Strategy/Strategy Option/Rider

2018 Funds				2019 Funds				Biennial Cumulative GR	Biennial Cumulative Ded	Page #
FTEs	Total	GR	Ded	FTEs	Total	GR	Ded			
Strategy Detail for Excp Item: 11										
Strategy: 1	1	1	Issue and Renew Licenses and Register Facilities							
0.0	10,148	10,148	0	0.0	10,148	10,148	0			
Strategy: 2	1	1	Enforce the Physical Therapy and Occupational Therapy Practice Acts							
0.0	5,464	5,464	0	0.0	5,464	5,464	0			
21.0	\$1,549,614	\$1,493,614	\$0	21.0	\$1,601,818	\$1,545,818	0			

6.A. Historically Underutilized Business Supporting Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/16/2016
 Time: 3:21:03PM

Agency Code: 533 Agency: Executive Council of Physical Therapy & Occupational Therapy Examiners

COMPARISON TO STATEWIDE HUB PROCUREMENT GOALS

A. Fiscal Year 2014 - 2015 HUB Expenditure Information

Statewide HUB Goals	Procurement Category	% Goal	HUB Expenditures FY 2014			Total Expenditures FY 2014		HUB Expenditures FY 2015			Total Expenditures FY 2015
			% Actual	Diff	Actual \$	% Goal	% Actual	Diff	Actual \$	FY 2015	
26.0%	Other Services	30.0 %	6.3%	-23.7%	\$2,561	\$40,653	26.0 %	18.6%	-7.4%	\$1,668	\$8,980
21.1%	Commodities	12.6 %	29.4%	16.8%	\$9,839	\$33,495	21.1 %	46.9%	25.8%	\$3,577	\$7,635
	Total Expenditures		16.7%		\$12,400	\$74,148		31.6%		\$5,245	\$16,615

B. Assessment of Fiscal Year 2014 - 2015 Efforts to Meet HUB Procurement Goals

Attainment:

The agency attained or exceeded one of two, or 100% of the applicable statewide HUB procurement goals in FY 2014 and 2015. The "Commodities" goal not only exceeded the agency's goal but the statewide HUB goal.

Applicability:

The "Heavy Construction" "Building Construction" "Special Trade Construction" and "Professional Services" categories are not applicable to agency operations in either FY 2014 or 2015 since the agency did not have any strategies or programs related to construction.

Factors Affecting Attainment:

The agency met and well exceeded the goal of "Commodities" in FY 2014 and 2015. The agency contracts with and utilizes HUB vendors when available.

"Good-Faith" Efforts:

- The agency made the following "good-faith" efforts to comply with the statewide HUB procurement procedures as stated by 34 TAC, § 20.13(d):
- .ensured that contract specifications, terms, and conditions reflected the agency's actual requirements, were clearly stated, and did not impose unreasonable or unnecessary contract requirements.
 - .provided potential bidders with a list of certified HUBs for subcontracting, and
 - .prepared and distributed information on procurement procedures in a manner that encouraged participation in agency contracts by all businesses.

6.E. Estimated Revenue Collections Supporting Schedule
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **533** Agency name: **Executive Council of Physical Therapy & Occupational Therapy Examiners**

FUND/ACCOUNT	Act 2015	Exp 2016	Exp 2017	Bud 2018	Est 2019
1 General Revenue Fund					
Beginning Balance (Unencumbered):	\$5,405,389	\$5,750,000	\$6,000,000	\$6,250,000	\$6,250,000
Estimated Revenue:					
DEDUCTIONS:					
Expended/Budgeted/Requested	(1,201,437)	(1,368,453)	(1,356,602)	(1,308,027)	(1,308,026)
Transfer-Employee Benefits (OASI,ERS,BRP)	(263,914)	(365,707)	(371,081)	(375,711)	(375,711)
Total, Deductions	\$(1,465,351)	\$(1,734,160)	\$(1,727,683)	\$(1,683,738)	\$(1,683,737)
Ending Fund/Account Balance	\$3,940,038	\$4,015,840	\$4,272,317	\$4,566,262	\$4,566,263

REVENUE ASSUMPTIONS:

CONTACT PERSON:

John Maline

6.E. Estimated Revenue Collections Supporting Schedule
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **533** Agency name: **Executive Council of Physical Therapy & Occupational Therapy Examiners**

FUND/ACCOUNT	Act 2015	Exp 2016	Exp 2017	Bud 2018	Est 2019
666 Appropriated Receipts					
Beginning Balance (Unencumbered):	\$55,461	\$96,000	\$86,000	\$56,000	\$56,000
Estimated Revenue:					
DEDUCTIONS:					
Appropriated Receipts	(55,461)	(96,000)	(86,000)	(56,000)	(56,000)
Total, Deductions	\$(55,461)	\$(96,000)	\$(86,000)	\$(56,000)	\$(56,000)
Ending Fund/Account Balance	\$0	\$0	\$0	\$0	\$0

REVENUE ASSUMPTIONS:

CONTACT PERSON:

John Maline

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/16/2016
 Time: 3:49:17PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
1 Funding for 3 FTEs @ \$35,000 each year							
Category: Administrative FTEs / Layoffs							
Item Comment: If the agency does suffer the 10% budget reduction, the impact will result in eliminating funding for three FTEs. The impact to the State of Texas will result in an expected drop in current performance measure statistics (because of decreased agency personnel) of:							
..Average licensing cost per individual licensed.							
..Average cost per facility registration licensed.							
..Percent of new licenses issued within 10 days.							
..Percent of license renewals issued within 7 days.							
..Average time for license issuance.							
..Average time for license renewal.							
Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$68,250	\$68,250	\$136,500	
General Revenue Funds Total	\$0	\$0	\$0	\$68,250	\$68,250	\$136,500	
Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$36,750	\$36,750	\$73,500	
General Revenue Funds Total	\$0	\$0	\$0	\$36,750	\$36,750	\$73,500	
Item Total	\$0	\$0	\$0	\$105,000	\$105,000	\$210,000	
FTE Reductions (From FY 2018 and FY 2019 Base Request)				3.0	3.0		

2 Longevity Pay for 3 FTEs @\$1,700 each year

Category: Programs - Service Reductions (FTEs-Layoffs)

Item Comment: A 10% budget reduction in this category will result in funding of longevity for the FTEs whose salaries funding was also eliminated.

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/16/2016
Time: 3:49:17PM

Agency code: 533 Agency name: **Executive Council of Physical Therapy & Occupational Therapy Examiners**

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$3,315	\$3,315	\$6,630	
General Revenue Funds Total	\$0	\$0	\$0	\$3,315	\$3,315	\$6,630	
Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$1,785	\$1,785	\$3,570	
General Revenue Funds Total	\$0	\$0	\$0	\$1,785	\$1,785	\$3,570	
Item Total	\$0	\$0	\$0	\$5,100	\$5,100	\$10,200	
FTE Reductions (From FY 2018 and FY 2019 Base Request)							
3 Board Member Per Diem							
Category: Administrative Travel							
Item Comment: Reduced travel due to eliminating additional board, committee, and council meetings, the impact will require eliminating funding for board member per diem.							
Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$2,500	\$2,500	\$5,000	
General Revenue Funds Total	\$0	\$0	\$0	\$2,500	\$2,500	\$5,000	
Item Total	\$0	\$0	\$0	\$2,500	\$2,500	\$5,000	

FTE Reductions (From FY 2018 and FY 2019 Base Request)

4 Employee Assistance Program & Other Contracts

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/16/2016
Time: 3:49:17PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
Category: Administrative - Contracted Admin Services							
Item Comment: A 10% budget reduction will require eliminating funds for the Employee Assistance Program whose counseling services are available to all employees and their families. Other service contracts cancelled will be document shredding and interoffice moving of furniture and equipment.							
Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$1,191	\$1,191	\$2,382	
General Revenue Funds Total	\$0	\$0	\$0	\$1,191	\$1,191	\$2,382	
Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$641	\$641	\$1,282	
General Revenue Funds Total	\$0	\$0	\$0	\$641	\$641	\$1,282	
Item Total	\$0	\$0	\$0	\$1,832	\$1,832	\$3,664	
FTE Reductions (From FY 2018 and FY 2019 Base Request)							
5 Database-Web Page Programming/Support							
Category: Administrative - Contracted Admin Services							
Item Comment: A 10% budget reduction will require the agency to reduce the funding for the agency's licensee database programming/maintenance cost. The agency also will be forced to halt the frequent updates of the agency web site forcing customers to use other forms of communications to obtain services and information.							
Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$1,625	\$1,625	\$3,250	
General Revenue Funds Total	\$0	\$0	\$0	\$1,625	\$1,625	\$3,250	

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/16/2016
Time: 3:49:17PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$875	\$875	\$1,750	
General Revenue Funds Total	\$0	\$0	\$0	\$875	\$875	\$1,750	
Item Total	\$0	\$0	\$0	\$2,500	\$2,500	\$5,000	
FTE Reductions (From FY 2018 and FY 2019 Base Request)							
6 Consumable Supplies							
Category: Administrative - Operating Expenses							
Item Comment: A 10% budget reduction will require the agency to reduce the funding for the agency's operating consumable supplies.							
Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$780	\$780	\$1,560	
General Revenue Funds Total	\$0	\$0	\$0	\$780	\$780	\$1,560	
Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$420	\$420	\$840	
General Revenue Funds Total	\$0	\$0	\$0	\$420	\$420	\$840	
Item Total	\$0	\$0	\$0	\$1,200	\$1,200	\$2,400	

FTE Reductions (From FY 2018 and FY 2019 Base Request)

7 Emergency Repairs

Category: Administrative - Operating Expenses

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/16/2016
 Time: 3:49:17PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
Item Comment: A 10% budget reduction in this category will force the agency to delay all repairs to end of life office furniture and small equipment except safety related emergency repair items.							
Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$1,086	\$1,086	\$2,172	
General Revenue Funds Total	\$0	\$0	\$0	\$1,086	\$1,086	\$2,172	
Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$585	\$584	\$1,169	
General Revenue Funds Total	\$0	\$0	\$0	\$585	\$584	\$1,169	
Item Total	\$0	\$0	\$0	\$1,671	\$1,670	\$3,341	
FTE Reductions (From FY 2018 and FY 2019 Base Request)							
8 Investigator & Board Member Travel							
Category: Administrative Travel							
Item Comment: A 10% budget reduction will force the agency to cancel two sets of board and committee meetings per year (PT, OT, and Executive Council) reducing the number of each from four to two. All travel will be cut except for absolutely essential investigator travel, and cancel school presentation programs by board coordinators and investigators unless totally funded by the schools. Board actions on proposed rules, rulings and decisions will be delayed by an additional three months. Enforcement performance measures will seriously be degraded due to investigation committee meeting cancellations and rescheduling every six months vs three, and major cutback on on-site investigations.							
Strategy: 1-1-1 Issue and Renew Licenses and Register Facilities							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$7,150	\$7,150	\$14,300	
General Revenue Funds Total	\$0	\$0	\$0	\$7,150	\$7,150	\$14,300	

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/16/2016
Time: 3:49:17PM

Agency code: 533 Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
Strategy: 2-1-1 Enforce the Physical Therapy and Occupational Therapy Practice Acts							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$3,850	\$3,850	\$7,700	
General Revenue Funds Total	\$0	\$0	\$0	\$3,850	\$3,850	\$7,700	
Item Total	\$0	\$0	\$0	\$11,000	\$11,000	\$22,000	
FTE Reductions (From FY 2018 and FY 2019 Base Request)							
AGENCY TOTALS							
General Revenue Total				\$130,803	\$130,802	\$261,605	\$261,605
Agency Grand Total	\$0	\$0	\$0	\$130,803	\$130,802	\$261,605	
Difference, Options Total Less Target							
Agency FTE Reductions (From FY 2018 and FY 2019 Base Request)				3.0	3.0		

7.A. Indirect Administrative and Support Costs
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/16/2016 3:35:32PM

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
3-1-1	Licensing Indirect Administration					
OBJECTS OF EXPENSE:						
1002	OTHER PERSONNEL COSTS	\$941	\$ 1,455	\$ 1,830	\$ 1,650	\$ 1,650
2001	PROFESSIONAL FEES AND SERVICES	516	144	506	414	414
2003	CONSUMABLE SUPPLIES	402	450	450	450	450
2004	UTILITIES	431	327	327	216	216
2005	TRAVEL	1,273	1,478	1,440	1,058	1,058
2006	RENT - BUILDING	11	66	66	15	15
2009	OTHER OPERATING EXPENSE	2,195	4,013	4,113	2,770	2,770
	Total, Objects of Expense	\$5,769	\$7,933	\$8,732	\$6,573	\$6,573
METHOD OF FINANCING:						
1	General Revenue Fund	5,462	7,328	8,148	6,269	6,269
666	Appropriated Receipts	307	605	584	304	304
	Total, Method of Financing	\$5,769	\$7,933	\$8,732	\$6,573	\$6,573

Method of Allocation

In general, indirect administrative and support costs are prorated on the basis of a percentage of the individual strategy to the actual budget total for each fiscal year. The percentage that applies to strategy 1, goal 3 is 3% for FY 2015, 2016, 2017, 2018, and 2019. This calculation method was selected based on the only function the agency operates and regulates, and the administrative demands closely related to the budget size.

7.A. Indirect Administrative and Support Costs
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/16/2016 3:35:32PM

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
3-1-2	Enforcement Indirect Administration					
	OBJECTS OF EXPENSE:					
1002	OTHER PERSONNEL COSTS	\$628	\$ 970	\$ 1,220	\$ 1,100	\$ 1,100
2001	PROFESSIONAL FEES AND SERVICES	344	96	337	276	276
2003	CONSUMABLE SUPPLIES	268	300	300	300	300
2004	UTILITIES	287	218	218	144	144
2005	TRAVEL	849	985	960	705	705
2006	RENT - BUILDING	7	44	44	10	10
2009	OTHER OPERATING EXPENSE	1,463	2,675	2,743	1,847	1,846
	Total, Objects of Expense	\$3,846	\$5,288	\$5,822	\$4,382	\$4,381
	METHOD OF FINANCING:					
1	General Revenue Fund	3,640	4,884	5,431	4,180	4,180
666	Appropriated Receipts	206	404	391	202	201
	Total, Method of Financing	\$3,846	\$5,288	\$5,822	\$4,382	\$4,381

Method of Allocation

In general, indirect administrative and support costs are prorated on the basis of the individual strategy to the actual budget for each fiscal year. The percentage that applies to strategy 2, is 2% for FY 2015, 2016, 2017, 2018, 2019. This calculation method was selected based on the one function the agency operates and regulates, and the administrative demands closely related to the budget size.

7.A. Indirect Administrative and Support Costs
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

8/16/2016 3:35:32PM

533 Executive Council of Physical Therapy & Occupational Therapy Examiners

	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
GRAND TOTALS					
Objects of Expense					
1002 OTHER PERSONNEL COSTS	\$1,569	\$2,425	\$3,050	\$2,750	\$2,750
2001 PROFESSIONAL FEES AND SERVICES	\$860	\$240	\$843	\$690	\$690
2003 CONSUMABLE SUPPLIES	\$670	\$750	\$750	\$750	\$750
2004 UTILITIES	\$718	\$545	\$545	\$360	\$360
2005 TRAVEL	\$2,122	\$2,463	\$2,400	\$1,763	\$1,763
2006 RENT - BUILDING	\$18	\$110	\$110	\$25	\$25
2009 OTHER OPERATING EXPENSE	\$3,658	\$6,688	\$6,856	\$4,617	\$4,616
Total, Objects of Expense	\$9,615	\$13,221	\$14,554	\$10,955	\$10,954
Method of Financing					
1 General Revenue Fund	\$9,102	\$12,212	\$13,579	\$10,449	\$10,449
666 Appropriated Receipts	\$513	\$1,009	\$975	\$506	\$505
Total, Method of Financing	\$9,615	\$13,221	\$14,554	\$10,955	\$10,954
Full-Time-Equivalent Positions (FTE)					

Justification Description

8/16/2016 3:19:15PM

85R Stage: S01 Version: 1

Agency: 533 EXECUTIVE COUNCIL OF PHYSICAL THERAPY & OCCUPATIONAL THERAPY EXAMINERS

- Goal:** 1 License Physical and Occupational Therapists and Register Facilities
Objective: 1 Ensure License and Registration Standards for PTs, OTs and Facilities
Strategy: 1 Issue and Renew Licenses and Register Facilities

General Justification

The Executive Council of Physical Therapy and Occupational Therapy Examiners is an independent state health regulatory agency. The 73rd Legislature, Regular Session, created the Executive Council in 1993 to administer and enforce the Physical Therapy Practice Act and the Occupational Therapy Practice Act. This legislation merged the administrative functions of the Texas Board of Physical Therapy Examiners and the Texas Advisory Board of Occupational Therapy under the Executive Council, while keeping the rule and decision-making of the two boards intact.

The two boards are tasked by their governing statutes to regulate the occupations of physical therapists (PT), physical therapist assistants (PTA), occupational therapists (OT) and occupational therapist assistants (OTA) through licensing and enforcement. Additionally, the boards are tasked to register facilities which provide physical therapy and occupational therapy services.

This strategy will allow the agency to assist in the fulfillment of the statewide priority goal of ensuring that communities are served by high quality professionals and businesses, by setting clear standards, maintaining compliance, and seeking market-based solutions. The licensing, examination, continuing education, and public information functions of this agency ensures the competency of the professionals providing physical therapy and occupational therapy services to the public.

- Goal:** 1 License Physical and Occupational Therapists and Register Facilities
Objective: 1 Ensure License and Registration Standards for PTs, OTs and Facilities
Strategy: 2 Texas.gov. Estimated and Nontransferable

General Justification

In accordance with Government Code, Section 2054.252, Texas OnLine Project, the Executive Council of Physical Therapy and Occupational Therapy Examiners is required to participate in a licensee online renewal and application system. All licensees will pay a renewal and/or application subscription fee, collected and managed by the Comptroller, on behalf of NICUSA/Texas OnLine Authority, the ultimate recipient of the fees. Fees are collected by the agency. Monthly the agency makes a payment to NICUSA for the previous month's fees.

Justification Description

8/16/2016 3:19:15PM

85R Stage: S01 Version: 1

Agency: 533 EXECUTIVE COUNCIL OF PHYSICAL THERAPY & OCCUPATIONAL THERAPY EXAMINERS

- Goal:** **2 Promote Compliance and Enforce PT and OT Practice Acts and Rules**
- Objective:** **1 Enforce and Adjudicate PT and OT Practice Acts**
- Strategy:** **1 Enforce the Physical Therapy and Occupational Therapy Practice Acts**

General Justification

The Executive Council of Physical Therapy and Occupational Therapy Examiners is an independent state health regulatory agency. The Executive Council was created in 1993 to administer and enforce the Physical Therapy Practice Act and the Occupational Therapy Practice Act.

The two boards are tasked by their governing statutes to regulate the occupations of physical therapists (PT), physical therapist assistants (PTA), occupational therapists (OT), and occupational therapist assistants (OTA) through licensing and enforcement. Additionally, the boards are tasked to register facilities which provide physical therapy and occupational therapy services. The Texas Board of Physical Therapy Examiners' enabling statute is the Texas Physical Therapy Practice Act, Article 4512e, V.T.C.S. The Texas Board of Occupational Therapy Examiners' enabling statute is the Occupational Therapy Practice Act, Article 8851, V.T.C.S.

This strategy will allow the agency to assist in the fulfillment of the statewide priority goal of ensuring that communities are served by high quality professionals and businesses by maintaining compliance. This strategy allows the agency to enforce the practice acts and rules of the Physical Therapy and Occupational Therapy Boards by monitoring the practice of physical therapy and occupational therapy, investigating complaints, and disciplining licensees who violate the practice acts or rules, thereby deterring other violations and safeguarding the public from unqualified practitioners.

Justification Description

8/16/2016 3:19:15PM

85R Stage: S01 Version: 1

Agency: 533 EXECUTIVE COUNCIL OF PHYSICAL THERAPY & OCCUPATIONAL THERAPY EXAMINERS

Goal: 3 Indirect Administration
Objective: 1 Indirect Administration
Strategy: 1 Licensing Indirect Administration

General Justification

In general, indirect administrative and support costs are prorated on the basis of a percentage of the individual strategy to the actual budget total for each fiscal year. The percentage that applies to strategy 1, goal 3 is 3% for FY 2015 - FY 2019. This calculation method was selected based on the one function only the agency operates, regulates, and the administrative demands are closely related to the budget size.

Goal: 3 Indirect Administration
Objective: 1 Indirect Administration
Strategy: 2 Enforcement Indirect Administration

General Justification

In general, indirect administrative and support costs are prorated on the basis of a percentage of the individual strategy to the actual budget total for each fiscal year. The percentage that applies to strategy 1, goal 3 is 2% for FY 2015 - FY2019. This calculation method was selected based on the one function only the agency operates, regulates, and the administrative demands are closely related to the budget size.

STRATEGY EXTERNAL/INTERNAL FACTORS
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
TIME: 3:20:07PM
PAGE: 1 of 2

Agency code: 533

Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

- Goal: 1 License Physical and Occupational Therapists and Register Facilities
- Objective: 1 Ensure License and Registration Standards for PTs, OTs and Facilities
- Strategy: 1 Issue and Renew Licenses and Register Facilities

External/Internal Factors:

In recent years there has been a substantial increase in the demand for physical therapy and occupational therapy services across the nation as well as in Texas, matching the general trend for all health services. This is reflected in the therapist population size. In the last six years though, this growth has slowed down to a steady 3-4% per year increase. Rising health-care costs, the uncertainty about the future of Medicare/Medicaid reimbursement, and the increase in state requirements and services are the primary economic variables that affect the agency through its impact on the public and therefore its licensees.

By all estimates, the demand for physical therapy and occupational therapy services will continue to increase at the previous rate over the short-term in Texas. The agency can implement this strategy with the original baseline budget, but will have difficulties with a reduced budget, i.e. a 4% reduced budget.

- Goal: 1 License Physical and Occupational Therapists and Register Facilities
- Objective: 1 Ensure License and Registration Standards for PTs, OTs and Facilities
- Strategy: 2 Texas.gov. Estimated and Nontransferable

External/Internal Factors:

- Goal: 2 Promote Compliance and Enforce PT and OT Practice Acts and Rules
- Objective: 1 Enforce and Adjudicate PT and OT Practice Acts
- Strategy: 1 Enforce the Physical Therapy and Occupational Therapy Practice Acts

External/Internal Factors:

The agency can implement this strategy with the original baseline budget, but will have difficulties with a reduced budget, e.g. a 4% reduced budget.

STRATEGY EXTERNAL/INTERNAL FACTORS
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/16/2016
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PAGE: 2 of 2

Agency code: 533

Agency name: Executive Council of Physical Therapy & Occupational Therapy Examiners

Goal: 3 Indirect Administration

Objective: 1 Indirect Administration

Strategy: 1 Licensing Indirect Administration

External/Internal Factors:

Goal: 3 Indirect Administration

Objective: 1 Indirect Administration

Strategy: 2 Enforcement Indirect Administration

External/Internal Factors:

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