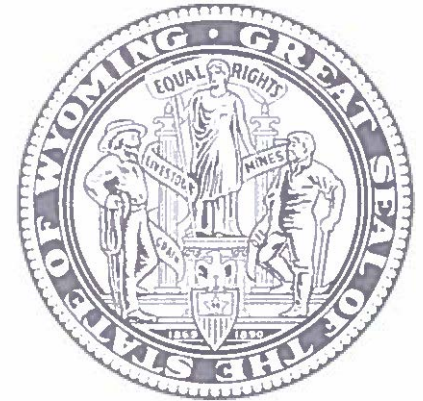


State of Wyoming

2021-2022

# Biennium Budget Request



## Agency 062: Board of Physical Therapy

Prepared for the February 2020 Legislature.

*The information in this budget request has been developed in accordance with the agency plan prepared according to W.S. 28-1-115 & 28-1-116 [W.S. 9-2-1011(b)(vi)].*

Submitted by:

Signature JoAnn M. Reid

Name JoAnn M Reid

Title Executive Director

Person(s) responsible for the preparation of this budget:

JoAnn M Reid, Executive Director



**Budget Division**  
Department of Administration and Information

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DEPARTMENT BOARD OF PHYSICAL THERAPY							DEPT 062
1 Description	Code	2 Base Budget 2021-2022	3 Standard Budget	4 Total Dept Exception Request	5 Total Budget Request	6 Governor's Exception Changes	7 Governor's Recommendation
DIVISION							
ADMINISTRATION	0100	162,562	164,851	0	164,851	0	164,851
TOTAL BY DIVISION		162,562	164,851	0	164,851	0	164,851
OBJECT SERIES							
PERSONAL SERVICES	0100	4,811	4,827	0	4,827	0	4,827
SUPPORTIVE SERVICES	0200	30,900	30,900	0	30,900	0	30,900
RESTRICTIVE SERVICES	0300	4,942	7,479	0	7,479	0	7,479
CENT. SERV./DATA SERV.	0400	2,148	1,884	0	1,884	0	1,884
NON-OPERATING EXPENDITURES	0800	118,845	118,845	0	118,845	0	118,845
CONTRACTUAL SERVICES	0900	916	916	0	916	0	916
TOTAL BY OBJECT SERIES		162,562	164,851	0	164,851	0	164,851
SOURCES OF FUNDING							
OTHER FUNDS	Z	162,562	164,851	0	164,851	0	164,851
TOTAL BY FUNDS		162,562	164,851	0	164,851	0	164,851
AUTHORIZED EMPLOYEES							
TOTAL AUTHORIZED EMPLOYEES							

**SECTION 1. STATE OF THE AGENCY****Agency Overview**

The Board of Physical Therapy regulates the practice of physical therapists and physical therapist assistants; conducts investigations into complaints and holds administrative hearings for disciplinary matters; establishes fees and promulgates rules.

**Agency Background & Structure**

The Board of Physical Therapy was created in 1961 to safeguard the health, safety and welfare of the citizens of Wyoming by ensuring that those individuals licensed or certified to provide physical therapy services are appropriately qualified. The Board operations are fully supported by fees established and collected and relies on no General Fund monies. The Board's administrative services are provided by the Department of Administration and Information Professional Licensing Boards.

**Agency Challenges/Risks/Priorities**

Challenges: Issuing licenses in a timely manner; establishing streamlined licensing processes; maintaining transparency in processes; keeping up with national trends; educating public and constituents; ensuring rules & regulations do not overstep the authority of the Board.

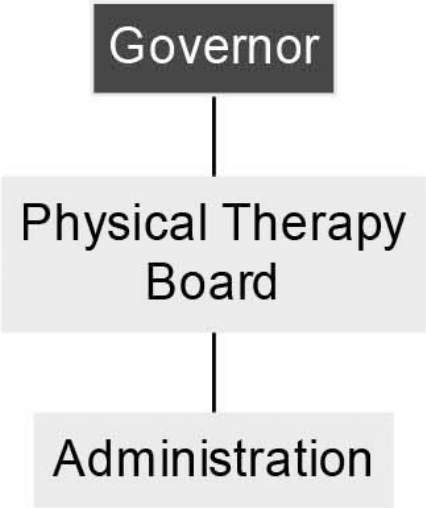
Risks: Sunset review; deregulation; misunderstanding of regulation and the purpose of the Board;

Priorities: Streamlining licensure processes to promote portability; reducing barriers to licensure.

**Agency Successes and Efficiencies**

The Board has successfully entered into contract for software development that will allow on-line processes to applicants and license holders, thereby, reducing processing time and resources utilized in paper processing.

**SECTION 2. DEPARTMENT ORGANIZATION**



**SECTION 3. DEPARTMENT STATUTORY AUTHORITY**

W.S. 33-25-101 through W.S. 33-25-116  
W.S. 33-1-302 through W.S. 33-1-304  
W.S. 9-2-2008(e)

**SECTION 4. PERFORMANCE MEASURES**

Not required by statutory law.

SECTION 5. DEPARTMENT PRIORITIES

062 - Board of Pysical Therapy								
Priority	Division	Unit #	Program Name / Description	Amount	GF	FF	OF	# of Positions
1	0100	0101	Administration	\$164,851	\$0	\$0	\$164,851	0

SECTION 6. DEPT. EXCEPTION REQUEST PRIORITIES

No exception request for this unit.

DEPARTMENT BOARD OF PHYSICAL THERAPY							DEPT 062
DIVISION ADMINISTRATION							DIV NO 0100
1	2	3	4	5	6	7	
Division	Code	Base Budget 2021-2022	Standard Budget	Total Dept Exception Request	Total Budget Request	Governor's Exception Changes	Governor's Recommendation
UNIT							
ADMINISTRATION	0101	162,562	164,851	0	164,851	0	164,851
TOTAL BY UNIT		162,562	164,851	0	164,851	0	164,851
OBJECT SERIES							
PERSONAL SERVICES	0100	4,811	4,827	0	4,827	0	4,827
SUPPORTIVE SERVICES	0200	30,900	30,900	0	30,900	0	30,900
RESTRICTIVE SERVICES	0300	4,942	7,479	0	7,479	0	7,479
CENT. SERV./DATA SERV.	0400	2,148	1,884	0	1,884	0	1,884
NON-OPERATING EXPENDITURES	0800	118,845	118,845	0	118,845	0	118,845
CONTRACTUAL SERVICES	0900	916	916	0	916	0	916
TOTAL BY OBJECT SERIES		162,562	164,851	0	164,851	0	164,851
SOURCES OF FUNDING							
SPECIAL REVENUE	SR	162,562	164,851	0	164,851	0	164,851
TOTAL BY FUNDS		162,562	164,851	0	164,851	0	164,851

DEPARTMENT BOARD OF PHYSICAL THERAPY  
 DIVISION ADMINISTRATION  
 UNIT ADMINISTRATION

Wyoming On Line Financial Codes  
 DEPT DIVISION UNIT FUND APPR  
 062 0100 0101 065 065

### **SECTION 1. UNIT STATUTORY AUTHORITY**

W.S. 33-23-101 through W.S. 33-23-117

W.S. 33-31-302 through W.S. 33-1-304

W.S. 9-2-2008(e)

### **SECTION 2. STANDARD BUDGET REQUEST**

#### **Part A: Narrative**

The Board of Physical Therapy entire standard budget of \$ 164,851 is allocated to administration. Specific functions and activities include:

- Enforcing standards for licensure
- Enforcing standards for continued competency
- Evaluating applicants for licensure
- Issuing and maintaining license records
- Conducting investigations into complaints
- Holding administrative hearings for disciplinary matters
- Periodically reviewing and revising application procedures, instructions and forms in response to applicant concerns and questions
- Communicating and sharing data with national licensing associations, other state licensing boards, national and local professional associations
- Holding board meetings to review standards and address other matters
- Assisting the Wyoming licensed professional in specific matters as requested

LICENSE HOLDERS	FY 14	925
LICENSE HOLDERS	FY 15	841
LICENSE HOLDERS	FY 16	840
LICENSE HOLDERS	FY 17	922
LICENSE HOLDERS	FY 18	938
LICENSE HOLDERS	FY 19	983

#### **Part B: Revenue**



DEPARTMENT BOARD OF PHYSICAL THERAPY

DIVISION ADMINISTRATION

UNIT ADMINISTRATION

Wyoming On Line Financial Codes

DEPT	DIVISION	UNIT	FUND	APPR
062	0100	0101	065	065

Funding to support the Board of Physical Therapy is generated from the licensing and other fees charged and collected by the Board. The Board also receives one-half (1/2) of the interest generated on its account, the remaining one-half (1/2) is deposited to an enterprise account which funds the legal services provided by the Attorney General's office.

	FY 15/16	FY 17/18*	FY 19/20*	FY 20/21**	REVENUE CODES
SPECIAL REVENUE	\$123,770	\$163,405	\$106,874	\$150,000	5214, 2338, 5250, 5244, 5519,3312
INVESTMENT INTEREST	\$2,170	\$4,249	\$2,736	\$3,000	
TOTAL	\$125,940	\$167,654	\$109,610	\$158,000	

\* Revenue to date

\*\* Estimated

**GOVERNOR'S RECOMMENDATION***I recommend approval of the standard budget as submitted.***SECTION 3. SPECIAL REVENUE FUND HISTORY****OTHER FUND USAGE HISTORY****Agency Fund 065 - Board of Physical Therapy**

	15/16	17/18	ACTUAL 19/20	Estimate 19/20	Estimate 21/22	Estimate 23/24
Beginning Balance	\$84,014	\$92,302	\$146,743	\$177,314	\$187,314	\$157,463
- Expenditures Unit 0101	(\$117,653)	(\$113,212)	(\$79,039)	(\$50,000)	(\$164,851)	(\$164,851)
+ Revenue	\$125,941	\$167,654	\$109,610	\$60,000	\$135,000	\$135,000
Ending Balance	\$92,302	\$146,743	\$177,314	\$187,314	\$157,463	\$127,612

Current balance as of this report - \$ 176,314

**DEPARTMENT** BOARD OF PHYSICAL THERAPY  
**DIVISION** ADMINISTRATION  
**UNIT** ADMINISTRATION

Wyoming On Line Financial Codes				
DEPT	DIVISION	UNIT	FUND	APPR
062	0100	0101	065	065

**Statutory Authority** - W.S. 33-25-101 through W.S. 33-25-116

**Fund Description and restrictions** - This fund is used to account for the licensing fees paid by physical therapists and physical therapist assistants. The purpose of the fund is to provide administration, licensing and complaint investigation.

**Revenue Sources Codes & Descriptions:**

- 5214 Application Fee
- 2338 Renewal Fee
- 5250 Late Fee
- 5244 Verification Fee
- 5519 Roster Fee
- 3312 NSF Collection Fee

**SECTION 4. EXCEPTION REQUEST**

No exception request for this unit.

DEPARTMENT DIVISION UNIT	BOARD OF PHYSICAL THERAPY ADMINISTRATION ADMINISTRATION	Wyoming On Line Financial Codes					
		DEPT	DIVISION	UNIT	FUND	APPR	
		062	0100	0101	065	065	
1		2	3	4	5	6	7
Description	Code	Base Budget 2021-2022	Standard Budget	Total Dept Exception Request	Total Budget Request	Governor's Exception Changes	Governor's Recommendation
EXPENDITURES							
SALARIES OTHER	0104	4,400	4,400	0	4,400	0	4,400
EMPLOYER PD BENEFITS	0105	411	427	0	427	0	427
PERSONAL SERVICES	0100	4,811	4,827	0	4,827	0	4,827
COMMUNICATION	0204	2,654	2,654	0	2,654	0	2,654
DUES-LICENSES-REGIST	0207	11,003	11,003	0	11,003	0	11,003
ADVERTISING-PROMOT	0208	179	179	0	179	0	179
TRAVEL IN STATE	0221	500	500	0	500	0	500
TRAVEL OUT OF STATE	0222	1,000	1,000	0	1,000	0	1,000
BD/COMM TRAVEL REIMBURSEME	0227	4,000	4,000	0	4,000	0	4,000
SUPPLIES	0230	0	0	0	0	0	0
OFFICE SUPPL-PRINTNG	0231	1,800	1,800	0	1,800	0	1,800
IT HARDWARE	0242	0	0	0	0	0	0
PAYMENTS	0255	5,280	5,280	0	5,280	0	5,280
AWARDS-PRIZES	0271	150	150	0	150	0	150
MAINTENANCE AGREEMENTS	0292	4,334	4,334	0	4,334	0	4,334
SUPPORTIVE SERVICES	0200	30,900	30,900	0	30,900	0	30,900
COST ALLOCATION	0301	4,942	7,479	0	7,479	0	7,479
RESTRICTIVE SERVICES	0300	4,942	7,479	0	7,479	0	7,479
CENTRAL-SER DATA-SER	0410	2,148	1,884	0	1,884	0	1,884
CENT. SERV./DATA SERV.	0400	2,148	1,884	0	1,884	0	1,884
FUND SHIFT - FISCAL	0881	118,845	118,845	0	118,845	0	118,845
NON-OPERATING EXPENDITURES	0800	118,845	118,845	0	118,845	0	118,845
CONTRACT SERVICES	0901	916	916	0	916	0	916
CONTRACTUAL SERVICES	0900	916	916	0	916	0	916
EXPENDITURE TOTALS		162,562	164,851	0	164,851	0	164,851
SOURCE OF FUNDING							
LICENSE RENEWAL FEE	2338	121,822	123,543	0	123,543	0	123,543
INVESTMENT INCOME	4601R	18,036	18,036	0	18,036	0	18,036
APPLICATION FEE	5214	11,809	12,377	0	12,377	0	12,377
LICENSE VERIFICATION FEE	5244	4,650	4,650	0	4,650	0	4,650
LATE FEE	5250	1,345	1,345	0	1,345	0	1,345
LICENSEE ROSTER	5519	4,900	4,900	0	4,900	0	4,900
SPECIAL REVENUE	SR	162,562	164,851	0	164,851	0	164,851
TOTAL FUNDING		162,562	164,851	0	164,851	0	164,851