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State of New Hampshire
Office of Licensed Allied Health Professionals

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www.nh.gov/alliedhealth

August 8, 2013

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

Your Excellency and Members of the Council:

REQUESTED ACTION

Pursuant to RSA 328-F12, please accept the attached Annual Report for fiscal year 2013 for the Office of Licensed Allied Health Professionals.

Respectfully submitted,



Tina M. Kelley, Administrator
Office of Licensed Allied Health
Professionals



Robert Fishwick, RCP, President
Board of Directors, Office of
Licensed Allied Health Professionals

**The Office of
Licensed Allied Health Professionals
And the**

Governing Boards of

Athletic Trainers

Occupational Therapy

Physical Therapy

Recreational Therapy

Respiratory Care Practitioners

Speech-Language Pathology

Annual Report

Fiscal Year 2013

July 1, 2013

Pursuant to RSA 328:F12

OFFICE OF LICENSED ALLIED HEALTH PROFESSIONALS

ROBERT G. FISHWICK, PRESIDENT

New Hampshire Governor Margaret W. Hassan



Executive Council

District 1



**Councilor
Raymond S.
Burton**

District 2



**Councilor
Colin Van Ostern**

District 3



**Councilor
Christopher T.
Sununu**

District 4



**Councilor
Christopher C. Pappas**

District 5



**Councilor
Debora B. Pignatelli**

GOVERNING BOARD OF ATHLETIC TRAINERS

Renee C. Kleszczynski, AT, Chair

Athletic Trainer Board Member

Initial Appointment: 8/8/12

Term Expires: 1/8/15

Amy Hollingworth, AT

Athletic Trainer Board Member

Initial Appointment: 3/26/08 Partial Term

Reappointed: 1/27/10

Term Expires: 1/8/13

Douglas J. Moran, MD

Physician Board Member

Initial Appointment: 7/16/08 Partial Term

Reappointed: 4/14/10

Term Expires: 3/18/13

George Tosatti

Public Board Member

Initial Appointment: 4/18/07

Reappointed: 3/10/10

Term Expires: 2/17/13

GOVERNING BOARD OF OCCUPATIONAL THERAPY

Wendi C. Guillette, OT, Chair

Occupational Therapist Board Member

Initial Appointment: 6/8/11

Term Expires: 1/8/14

Roberta Ann Daw, OTA, Chair

Occupational Therapy Assistant Board Member

Initial Appointment: 9/5/07

Reappointed: 3/10/10

Term Expires: 3/4/13

Barbara Richardson

Public Board Member

Initial Appointment: 10/17/07

Reappointed: 9/22/10

Term Expires: 8/18/13

Maris Wofsy, OT

Occupational Therapist Board Member

Initial Appointment: 1/25/12

Term Expires: 1/8/15

GOVERNING BOARD OF PHYSICAL THERAPY

Ronald Fuller, PTA, Chair

Physical Therapist Assistant Board Member

Initial Appointment: 9/3/08

Reappointed: 2/9/10

Term Expires: 1/8/13

Martha Aguiar

Public Board Member

Initial Appointment: 5/7/08 Partial Term

Reappointed: 11/4/09 & 10/17/12

Term Expires: 10/28/15

Lea Bruch

Public Board Member

Initial Appointment: 8/24/11

Term Expires: 9/16/13

Nicole Lavoie, PT

Physical Therapist Board member

Initial Appointment: 2/16/11

Term Expires: 1/8/14

Robert P. Brunton, PT

Physical Therapist Board Member

Initial Appointment: 1/8/12

Term Expires: 1/8/15

GOVERNING BOARD OF RECREATIONAL THERAPY

Rebecca Taylor, RT, Chair
Recreational Therapist Board Member
Initial Appointment: 4/27/11
Term Expires: 10/25/13

Stephany Lavallee
Public Board Member
Initial Appointment: 7/18/07 Partial Term
Reappointment: 2/18/09 & 1/25/12
Term Expires: 1/24/15

John Preve
Public Board Member
Initial Appointment: 7/16/08 Partial Term
Reappointment: 10/21/09 & 10/17/12
Term Expires: 10/25/15

Jennifer Frye, RT
Recreational Therapist Board Member
Initial Appointment: 11/30/11
Term Expires: 10/25/14

Bronwyn Dronsfield, RT
Recreational Therapist Board Member
Initial Appointment; 8/8/12
Term Expires: 10/25/15

GOVERNING BOARD OF RESPIRATORY CARE PRACTITIONERS

Robert Fishwick, RCP, Chair
Respiratory Care Practitioner Board Member
Initial Appointment: 3/9/05 Partial Term
Reappointment: 1/30/08 & 1/30/11
Term Expires: 1/8/14

Douglas Hall, RCP
Respiratory Care Practitioner Board Member
Initial Appointment: 12/20/10 &
Term Expires: 3/4/16

Luann Udell
Public Board Member
Initial Appointment: 10/6/04 Partial Term
Reappointment: 4/4/07 & 3/10/10
Term Expires: 3/24/13

Jeffrey Reisert, DO

Physician Board Member

Initial Appointment: 7/14/04 Partial Term

Reappointment: 4/4/07 & 10/6/10

Term Expires: 2/18/13

Richard W. Mozier, Jr., RCP

Respiratory Care Practitioner Board Member

Initial Appointment: 5/23/12

Term Expires: 1/8/15

GOVERNING BOARD OF SPEECH-LANGUAGE PATHOLOGY

Maureen Heckman, SLP

Speech-Language Pathologist Board Member

Initial Appointment: 2/16/11

Term Expires: 3/4/14

Debra Kaufman, SLP, Chair

Speech-Language Pathologist Board Member

Initial Appointment: 4/15/09 & 5/9/12

Term Expires: 3/4/15

Laura Darling, SLP

Speech-Language Pathologist Board Member

Initial Appointment: 10/6/10

Reappointment: 3/25/13

Term Expires: 3/4/13

Deborah Snow-Major, SLP

Speech-Language Pathologist Board Member

Initial Appointment: 04/17/13

Term Expires: 3/4/16

Luann Udell

Public Board Member

Initial Appointment: 6/5/13

Term Expires: 3/4/15

OFFICE OF LICENSED ALLIED HEALTH PROFESSIONALS
BOARD OF DIRECTORS

Robert Fishwick, RCP, President

Chair of the Board of Respiratory Care Practitioners

Renee C. Kleszczynski, AT

Chair of the Board of Athletic Trainers

Wendi C. Guillette, OT

Chair of the Board of Occupational Therapists

Ronald Fuller, PTA

Chair of the Board of Physical Therapists

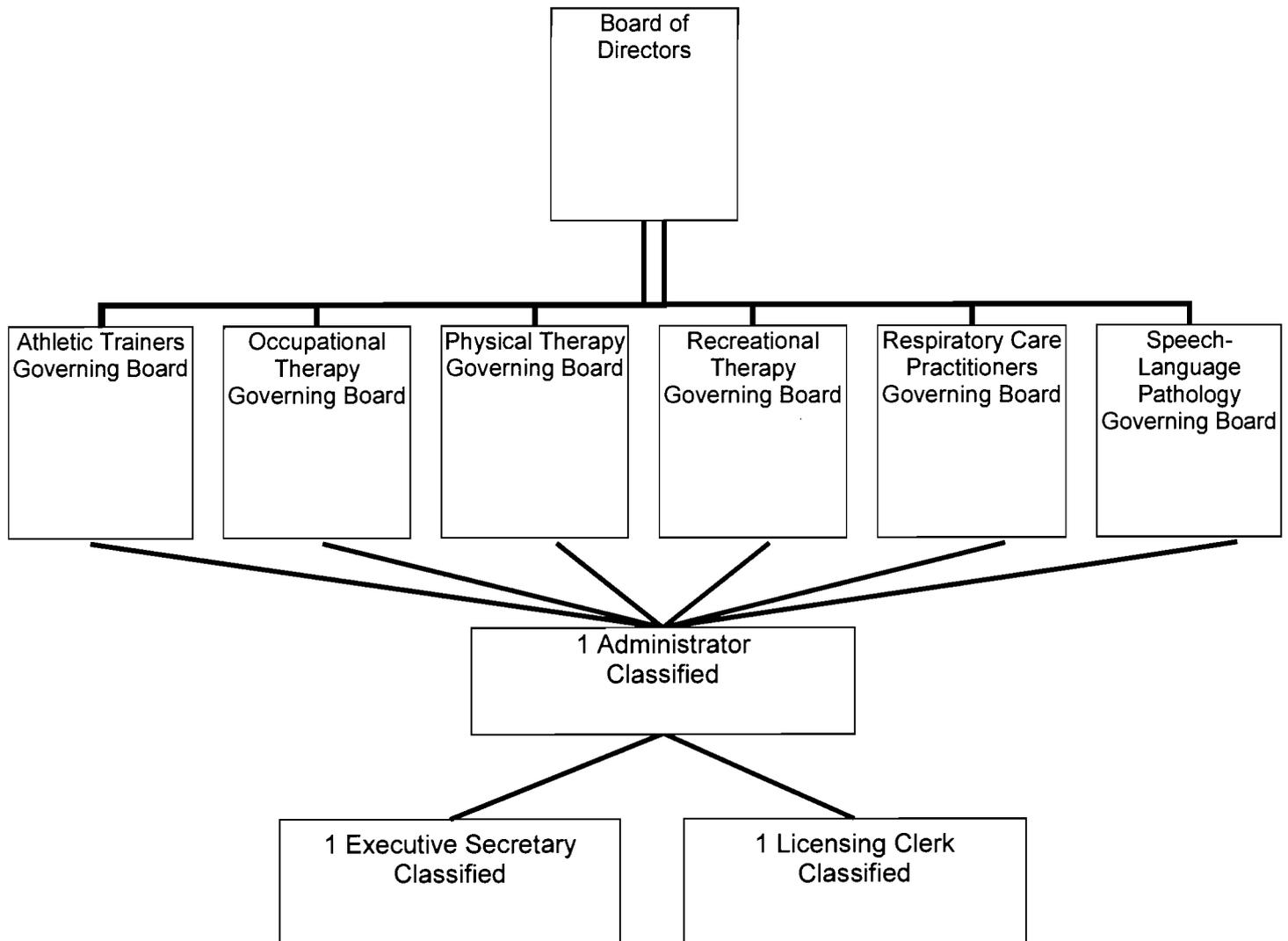
Rebecca LK Taylor, RT

Chair of the Board of Recreational Therapists

Maureen Heckman, SLP

Chair of the Board of Speech-Language Pathologists

The Office of Licensed Allied Health Professionals Organizational Chart:



Annual Report

Fiscal Year 2013

July 1, 2012 - June 30, 2013

RSA 328-F:12

ORGANIZATION:

The Office of Licensed Allied Health Professionals consists of six Governing Boards: Athletic Trainers RSA 326-G; Occupational Therapists, RSA 326-C; Physical Therapists, RSA 328-A; Recreational Therapists, RSA 326-J; Respiratory Care Practitioners, RSA 326-E; Speech-Language Pathologists, RSA 326-F and a Board of Directors, RSA 328-F.

The Board of Directors is made up of the Chair of each Governing Board. A president of the Board of Directors is elected in December to preside over the next year's meetings. The Board of Directors meets quarterly. The Board of Directors shall, subject to the rules adopted by the director of the division of personnel, have authority to establish and fill a supervisory position to run the office's business in an efficient manner, and to contract for the services of investigators and legal counsel. The Board of Directors has the authority to delegate to the person in the supervisory position matters of administrative and personnel management.

The six Governing Boards are made up of 5 members each. The composition of each Board is described in RSA 328-F:4. A Chair of each Board is elected in December to preside over the next year's meetings and serve on the Board of Directors. Each Governing Board meets monthly and has the authority to issue initial licenses, renewal licenses, reinstate licenses, investigate licensees and take necessary disciplinary action, report final disciplinary actions to appropriate national databases, take legal action against unauthorized practice, investigate and prepare reports on any matter within its scope of authority under RSA 328-F and the specific Board's practice act, and adopt rules which govern the persons licensed under the specific Board.

FUNCTION:

The Governing Board, through the Office of Licensed Allied Health Professionals is responsible for the protection of the healthcare consumer by:

- a. Collecting all supporting documentation in accordance with the individual Board rules for the purpose of initial licensure, license renewals, reinstatement of license, and conditional licensure;
- b. Issuance of initial licenses, conditional initial licenses, license renewals, conditional license renewals, reinstate licenses and conditionally reinstate license;
- c. Investigate licensees;
- d. When appropriate undertake adjudicatory proceedings and, if necessary, impose disciplinary action;
- e. Report final disciplinary actions to appropriate national databases.
- f. Adopt rules as authorized; and
- g. Carry out any specific responsibilities set forth in the individual Board's practice acts.

BUDGET AND REVENUE

Please refer to Appendix A

OPERATIONS:

Under RSA 328-F:19 the Office of Allied Health Professionals established statutory authority to renew licenses every two years. Following the initial renewal period, Athletic Trainers, Physical Therapists, Physical Therapist Assistants, and Recreational Therapists are renewed in even numbered years. Following the initial renewal period, Occupational Therapists, Occupational Therapists Assistants, Respiratory Care Practitioners, Speech-Language Pathologists, and Speech-Language Assistants are renewed in the odd number years.

This cycle allows for more predictable revenue, as the renewal numbers for the professions are about equal for each renewal cycle. This cycle also allows for a timelier processing of renewals due to the increasing number of licensees and the limited amount of office staff.

In October 2012, a total of 2,770 renewal notices were sent to 308 Athletic Trainers, 1,824 Physical Therapists, 552 Physical Therapist Assistants, and 86 Recreational Therapists for licenses that would expire December 31, 2012. Of the active licenses renewed, an audit of the continuing education of 10% was conducted.

In FY 13, the Office of Licensed Allied Health Professionals approved new and reinstated applications for license in six professions;

	<u>New & Reinstated</u>	<u>Total of licensed professionals</u>
Athletic Trainers:	40	272
Occupational Therapist	82	1,276
Occupational Therapy Assistants	19	280
Physical Therapists	103	1758
Physical Therapist Assistant	51	520
Total PAMS Certificates Issued	16	*
Recreational Therapist	10	71
Respiratory Care Practitioners	41	560
Speech-Language Pathologist	71	972
Provisional Speech-Language Pathologist	31	19
Speech-Language Assistant Certification	<u>18</u>	<u>43</u>
Totals as of June 30, 2013	482	5771

* PAMS Certificates are only issued to licensed Occupational Therapists and Occupational Therapist Assistants. They do not expire and are valid as long as the licensee holds a valid NH License.

COMPLAINTS & INVESTIGATIONS:

There were 41 new investigations initiated in FY 2013. There were eleven investigations carried over from FY 2012 and 10 of them were concluded in FY 2013. Either a consumer complaint or respective Governing Board discovery initiated investigations.

The investigative resources provided to the Governing Boards by the Department of Justice, Administrative Prosecutions Unit were valuable to the successful resolutions of investigations. Allegations investigated include quality of care or treatment, record keeping and billing issues, working unlicensed practitioners, ethics, substance abuse, and criminal convictions. There is monetary compensation for these services. The Civil Bureau of the Justice Department provides legal counsel to the Board on various topics. Board members and their staff attend the yearly Attorney General training.

ACTION ON LICENSES:

Athletic Trainers Governing Board:

No investigations were undertaken as a result there were no disciplinary actions.

Occupational Therapy Governing Board:

Three investigations were carried over from FY 2012, all three were resolved in FY 13. Seven new complaints were/are being investigated. Two individuals are currently being monitored for compliance with sanctions levied against them.

The following are the results of the complaints listed above:

- 2 Dismissed
- 2 Letters of Concern
- 1 Decision and Order
- 2 Settlement Agreements
- 1 Order on Application Denial

- 2 Monitor based on board decision
- 2 Ongoing

Physical Therapy Governing Board:

Four investigations were carried over from FY 2012. Three of which were resolved in FY 13 and one is still being monitored for compliance with a previous Settlement Agreement. Twenty-four new complaints were/are being investigated. One individual is being monitored for compliance with sanctions levied against them.

The following are the results of the complaints listed above:

- 12 Dismissed
- 3 Letter of Concern
- 1 Decision and Order
- 1 Settlement Agreement
- 1 Order on Application Denial
- 1 Request to Lift Suspension Denied
- 7 Ongoing

Recreational Therapy Governing Board:

No investigations were carried over from FY 2012. One new complaint was investigated.

The following are the results of the complaints listed above:

- 1 Letter of Concern

Respiratory Care Practitioners Governing Board:

Two investigations carried over from FY 2012. Both of which were resolved in FY 13. Two new complaints were investigated.

The following are the results of the complaints listed above:

- 1 Settlement Agreements
- 1 Revocation of License

- 1 Voluntary Surrender of License
- 1 Fine issued to a Hospital
- 0 Ongoing

Speech-Language Pathology Governing Board:

Two investigations were carried over from FY 2012. Both of which were resolved in FY 13. Seven new complaints were/are being investigated.

The following are the results of the complaints listed above:

- 2 Dismissed
- 3 Letters of Concern
- 3 Decision and Order
- 1 Order on Application Denial
- 1 Cease and Desist Order
- 2 Ongoing

328-F23: VI Disciplinary Action Synopsis:

The operating budget funds services provided by the Administrative Prosecutions Unit ("APU") to investigate and prosecute complaints. At times when the APU needs an expert to interpret information gathered, a Board member is recused from participating in the deliberations conducted by the Board and works directly with the APU. The Office of Licensed Allied Health Professionals has developed a strong working relationship with attorneys from the APU and the Civil Bureau. An attorney provided by the Attorney Generals Office acts as counsel for the Board in all disciplinary matters before the Board and provides legal advice on Governing Board related issues. The Attorneys at the APU write some Notice of Hearings and all Settlement Agreements. The Board's Administrator writes some Notice of Hearings, all Decision and Orders, all Letters of Concern, all Orders on Application

Denial, and all Cease and Desist orders, In addition at times when a licensee has been sanctioned the Board's Administrator monitors the individual for compliance with the sanctions and reports findings to the Board.

The Board's Administrator, as well as representatives of each of the Governing Boards, attended the board training sessions for conducting investigations and hearings provided by the Justice Department whenever possible.

The Boards were and are concerned about the length of time the Administrative Prosecutions Unit it is taking to open an investigation, complete that investigation, and provide Reports of the Investigations. This concern was communicated to the APU and they responded by stating that the reason for the delays is that there are two new attorney's investigating Board cases and a back log of those cases. It is the Board's hope that this situation will be resolved satisfactorily in the near future.

LEGISLATION

The Respiratory Care Practitioners Governing Board put forth legislation ("HB1609") to clarify its laws with regards to the regulation of Polysomnographers in 2011. Elyse Alkalay, Assistant Attorney General provided the Board with a legal analysis of the Boards laws and cited as follows:

The statutes RSA 326-E:1 define Registered Polysomnographic technologists ("RSPSG"); RSA 326-E:2 states that the Board shall adopt rules specifying the scope of practice of RPSGT's; RSA 326-E:4 requires RPSGT's to display identification; and RSA 326-E:6 carves out exemptions from licensure for RPGST's working in diagnostic laboratories or research settings.

The Executive Departments and Administration Committee retained the Bill in the summer of 2012. The Bill was reintroduced for the 2013 session. The Committee again retained the bill in 2013. The Respiratory Care Practitioners Governing Board is looking forward to working with the committee to work out any issues they have with the wording of this bill.

The Administrator of the Office of Licensed Allied Health Professionals monitored SB 135 “related to the regulation of the practice of genetic counseling”. This bill would add The Board of Genetic Counselors to the Office of Licensed Allied Health Professionals. The Bill has been enrolled by both the House and Senate. The Board is waiting to see if it will be signed by the Governor.

The Administrator of the Office of Licensed Allied Health Professionals monitored three additional pieces of legislation during the 2013 legislative session; HB 234 “relative to occupational and professional boards and commissions procedures concerning military service and occupational experience or training”, HB 469 “relative to time limits for regulatory boards and commissions to hold disciplinary proceedings”, and HB 556 “establishing a committee to study the resolution of barriers to the use of telehealth technology in New Hampshire.

RULES

In FY 2013, all six Boards initiated rulemaking. The Board's Administrator, Tina Kelley, drafts all rule changes requested by the Boards and takes them through the rules making process.

The Athletic Trainers Governing Board made the following changes to their Administrative Rules:

- Deleted the requirement to provide parties and interveners with the names, addresses, and telephone numbers of witnesses prior to a hearing;
- Deleted the requirement to provide a brief summary of testimony to be offered by witnesses;
- Readopted Ath 302.03 and Ath 304.
- Corrected the rule which describes the license renewal form to make the rule consistent with the form currently being generated by the Board’s licensing database, L2K; and

- Moved Ath 218 from the non-expiring section of the rules and placed it in its proper position under “Revocation, Suspension and other Sanctions”.

The Occupational Therapy Governing Board made the following changes to their Administrative Rules:

- Deleted the requirement to provide parties and interveners with the names, addresses, and telephone numbers of witnesses prior to a hearing;
- Deleted the requirement to provide a brief summary of testimony to be offered by witnesses;
- Added the requirement to provide an e-mail address by way of the application form for initial licensure, reinstatement of licensure, and renewal of license, and give the option to receive notifications via this e-mail address;
- Clarified who can provide a letter of reference to an applicant;
- Corrected the rule which describes the license renewal form to make it consistent with the form currently being generated by the Board’s licensing database, L2K;
- Clarified clinical hours for the purpose of continuing education;
- Added an administrative responsibility for the licensee to notify the Board no later than 30 days of any change in e-mail address; and
- Readopted Occ 501.01 and 502.02.

The Physical Therapy Governing Board made the following changes to their Administrative Rules:

- Deleted the requirement to provide parties and interveners with the names, addresses, and telephone numbers of witnesses prior to a hearing;
- Deleted the requirement to provide a brief summary of testimony to be offered by witnesses;

- Changed the requirement for those individuals whose native language is not English but has been educated inside the United States so that they are not be required to take the FOEFL English proficiency exam; and
- Add the requirement for those individuals who are reinstating their license to submit a written statement that they have not engaged in physical therapy in New Hampshire on a volunteer or paid basis since the date that his or her license ceased to be valid.
- Adding Clinical mentoring of a physical therapist in an accredited residency or fellowship program as an acceptable form of continuing education that can be used toward the total requirement and granting 2 hours per student with a limit of 8 hours per renewal cycle.

The Recreational Therapy Governing Board made the following changes to their Administrative Rules:

- Deleted the requirement to provide parties and interveners with the names, addresses, and telephone numbers of witnesses prior to a hearing;
- Deleted the requirement to provide a brief summary of testimony to be offered by witnesses;
- Corrected the rule which describes the license renewal form to make the rule consistent with the form currently being generated by the Board's licensing database, L2K; and
- Add the requirement for those individuals who are reinstating their license to submit a written statement that they have not engaged in recreational therapy in New Hampshire on a volunteer or paid basis since the date that his or her license ceased to be valid.

The Respiratory Care Practitioners Governing Board made the following changes to their Administrative Rules:

- Corrected the rule which describes the initial application form to make the rule consistent with the document currently being used;

- Added the requirement to provide an e-mail address by way of the application form for initial licensure, reinstatement of licensure, and renewal of license, and give the option to receive notifications via this e-mail address;
- Clarified the information to be contained in a letter of reference and who is acceptable to write that letter;
- Added the requirement to include the physical address for each separate experience to the resume;
- Corrected the rule which describes the license renewal form to make the rule consistent with the form currently being generated by the Board's licensing database, L2K;
- Added a requirement for the licensee to report non-completion of maintenance of continuing competence reported on the renewal form;
- Correct the audit procedure to reflect current practice; and
- Added a description of who a person supervising a conditionally reinstated individual could be.

The Speech-Language Pathology Governing Board made the following changes to their Administrative Rules:

- Deleted the requirement to provide parties and interveners with the names, addresses, and telephone numbers of witnesses prior to a hearing;
- Deleted the requirement to provide a brief summary of testimony to be offered by witnesses;
- Added a requirement for those individuals applying for initial and reinstatement of licensure to provide criminal offender record reports.
- Changed the criteria for maintenance of continuing competence so that only 50% of the clinical hours obtained could be earned through webinars, teleconferences, teleseminars, video lectures and video courses and added that these types of courses must contain an assessment portion.

- Added to the administrative obligation of a licensee that they could not supervise provisional licensees for 3 years from the date of their first license; and
- Clarified the title used by individuals holding a currently valid certificate as a speech-language assistant.

PROPOSED OPERATIONAL CHANGES

The Board is currently implementing rule changes that would mandate all licensees provide an e-mail address at which they wish to receive correspondence. With that said, the Board realizes that not all licensees may have access to an e-mail account so the Board under the same rule is allowing the applicant and/or licensee to choose to receive notifications by either e-mail or regular mail. This will give the Board a good indication as to how many individuals would prefer the use of e-mail over regular mail and affect future decisions as we move to become a more automated office. By implementing this procedural change we anticipate a savings to both copying and mailing costs.

COST SAVING MEASURES IMPLEMENTED

The Office of Licensed Allied Health Professionals has created 3 electronic forms located on our web site; “Request an Application”, “Change Your Home Address”, and “Change Your Work Address”. By providing applicants and licensees with the ability to report changes electronically we have provided individuals with the ability to report at any time increasing the likelihood that they will remain in compliance with the Board’s rules. As a result staff have noted that this tool has increased the reporting of required information and reduced the need to correspond with licensees, which have provided some reduction to the cost of postage.

All medical records from closed investigations have been scanned and placed on both a CD within the file and on an external, back-up, hard drive. Hard copies of these records are not required by law to be kept. This has freed up much needed filing cabinet space and eliminated the need to purchase additional cabinets.

The project to enter all archived licensee data into the L2K computerized licensing system has been completed. The completion of this project has provided staff with the ability to easily look up anyone who has ever held a license in the State of NH. This has decreased the number of hours staff spent researching requests for information from past licensees and provided a faster turn-around time in the response to those requests.

Changes have been made with regards to how information is provided to applicants for licensure. Application packets that included a copy of all related rules and laws were mailed to each applicant for licensure. The cost of this mailing averaged of about \$9.00 per applicant. On or before January of 2013 packets began being mailed containing instructions on how to obtain the laws and rules, which are needed for the licensing process, on the Board's web site. This has decreased the cost of each mailing to just under \$1.00 per applicant.

The Office of Licensed Allied Health Professionals began using a "Secure File Exchange Server" to provide information to its Board members. This information includes agenda's, agenda items, legal documents, and any and all correspondence that would normally be sent via regular mail. The implementation of this server has produced significant savings to copying and mailing costs. It has been noted that due to the changes to the way the Board members and licensees are provided information we have reduced our mailing costs between \$300 and \$400 dollars per month. We look forward to the end of the first full year to be able to accurately gage the amount of savings realized by implementing this single initiative.

Changes have been made to the way agenda items are provided to Board members during meetings. All Board members who have lap tops are now bringing them to the meetings. For those members who do have lap tops agenda and all

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items are being provided on a “Thumb Drive”. 75% of our Board members are currently providing their own lap tops. We have realized significant savings to paper usage by implementing this change.

Because we have been implementing so many changes to the way we do business, sharing a copier with Board of Medicine and the Dental Board, and splitting the cost of paper for the copier machine evenly. We requested that each Board pay for its own paper usage. This was accomplished by programing the copier with a code used by each office that tracked the paper used and provided a report each month. The Office of Licensed Allied Health Professionals went from purchasing 90 reams (\$288.27) of paper every three months to purchasing 26 reams (\$80.00) every three months. This decrease in cost is due in part to the cost saving measures implemented and in part to the fact that we are no longer paying for the paper usage of other Board’s.

GOALS FOR FY 2014

The Office of Licensed Allied Health Professionals goal over the past few years has been attempting to establish online renewals for all six professions. Due to significant budget cuts it is not possible to reach this goal at this time. The Board will continue to keep this as a future goal. By developing and implementing a system by which a licensee could renew their license online this office would significantly reduce the budget established for paper and postage. This system for online renewals would also benefit the licensee. This benefit would include easier access to the renewal form, reduction in the chance a licensee would submit the form with incomplete information, confirmation the form has been submitted, include the ability to pay by credit card or money transfer, and provide a quicker responses, via e-mail, of incorrect or inaccurate information.

Lastly, we wish to continue to reduce the amount of paper, toner, and postage consumed by this office by continuing to implement innovative solutions to the practices currently in place. We believe this is an attainable goal. In moving

toward this goal we believe it is important to purchase 6 tablets or basic note books. Currently we are conducting paperless meeting through the voluntary use of Board member personal computers. By purchasing the electronic devices we would have the ability to mandate all Board members use the paperless method.

In conclusion the Board's Administrator is continuously reviewing procedures and the way other agencies and States are providing services. It is a continuous goal to bring those technologies and ideas that are working for others to the Office of Licensed Allied Health Professionals and the State of New Hampshire.

End of Report