

# Redbook

## LBO Analysis of Executive Budget Proposal

### Ohio Chemical Dependency Professionals Board

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# LBO Redbook

## Ohio Chemical Dependency Professionals Board

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### Quick look...

- The Ohio Chemical Dependency Professionals Board licenses about 14,000 professionals with a current staff of five.<sup>1</sup>
- The Board is governed by 13 members, 12 of whom are appointed by the Governor and one of whom is appointed by the Director of Mental Health and Addiction Services.
- The Board is entirely supported by fees and receives no GRF funding.
- The executive budget recommends approximately \$1.7 million over the biennium.

FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	FY 2022 Introduced	FY 2023 Introduced
<b>Fund 4K90 ALI 930609, Operating Expenses</b>					
\$500,269	\$558,690	\$624,237	\$664,212	\$833,131	\$850,305
% change	11.7 %	11.7%	6.4%	25.4%	2.1%

### Agency overview

The Ohio Chemical Dependency Professionals Board was established in 2002 to regulate the practice of chemical dependency prevention and treatment. The Board issues licenses and certifications for a variety of chemical dependency professionals. The Board also sets standards of practice, investigates complaints, determines appropriate disciplinary actions, and monitors continuing education compliance. Approximately 14,000 licenses and certificates issued by the Board are currently active.

The Board’s governing authority consists of 13 members; 12 members are appointed by the Governor and one ex officio member is appointed by the Director of Mental Health and Addiction Services. The Governor-appointed board members include seven chemical dependency counselors, two prevention specialists, one physician who has experience practicing in a field related to chemical dependency counseling, and two public members. Of the public members, one must be at least 50 years old. Members are appointed for three-year terms and may serve two consecutive full terms. In addition to travel reimbursement, Governor-appointed board members also receive a per diem for performing official board business.

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<sup>1</sup> According to the Board, there were six staff, but an employee retired recently.

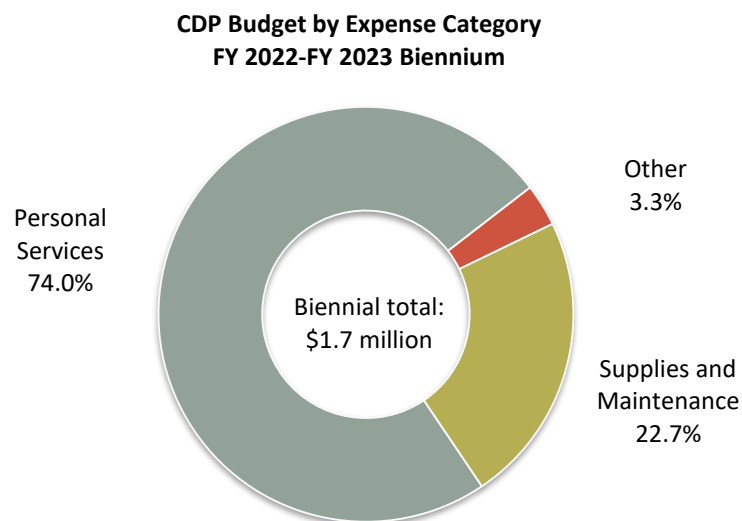
The Board's daily operations are the responsibility of an executive director appointed by the board governing authority. It receives no General Revenue Fund (GRF) moneys; it is entirely supported by fees.

## Analysis of FY 2022-FY 2023 budget proposal

The Board's operations are funded by a single appropriation item within Fund 4K90 – item 930609, Operating Expenses. The executive budget recommends \$833,131 in FY 2022 and \$850,305 in FY 2023.

### Executive recommendations by expense category

As a regulatory agency, personal services represents the Board's largest expense category. As seen from the chart below, 74.0% of the executive budget recommendations for the FY 2022-FY 2023 biennium are for personal services, 22.7% are for supplies and maintenance, and 3.3% for the other category, which includes purchased personal services and equipment.



As with many other licensing boards and commissions, the Board receives centralized administrative support services provided by the Central Service Agency (CSA) of the Department of Administrative Services (DAS). Services made available through CSA include budget development, Controlling Board request preparation assistance, management consultation, procurement, fiscal processing, human resources, and payroll. The Board pays CSA for services rendered. These payments are included in the supplies and maintenance category. In FY 2020, the Board paid about \$18,000 for CSA charges.

## Operating revenues and expenses

All of the Board's revenue comes from fees. Fee revenues collected by the Board are deposited into the Occupational Licensing and Regulatory Fund (Fund 4K90). Many occupational licensing and regulatory boards and commissions, including the Chemical Dependency Professionals Board, use Fund 4K90 as an operating account into which receipts are deposited and from which expenses are paid. Each licensing board or commission is generally expected to be self-sufficient, i.e., generating enough revenues to cover its expenses. Table 1 below shows the Board's revenues and expenditures from FY 2015 through FY 2020, as well as the net of revenues less expenditures. The figures below are from the Ohio Administrative Knowledge System (OAKS).

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Revenue	\$558,362	\$560,971	\$692,736	\$695,261	\$678,283	\$606,927
Expenses	\$422,319	\$482,394	\$460,305	\$500,269	\$558,690	\$624,237
Net	\$136,043	\$78,577	\$232,431	\$194,992	\$119,593	-\$17,310

The table below shows the licenses and certificates issued by the Board, as well as the cost for each. Individuals must meet the appropriate educational experience to obtain licensure. In addition, some licenses require specific work experience and the completion of an examination. If a person holds both a chemical dependency counselor and prevention credential, the renewal fee is \$100 per credential. Licenses and certificates issued by the Board are required to be renewed on a biennial basis.

License Type	Initial Fee	Renewal Fee
Chemical Dependency Counselor Assistant Certificate	\$50	\$150
Gambling Disorder Endorsement	\$50	N/A
Licensed Chemical Dependency Counselor II	\$50	\$150
Licensed Chemical Dependency Counselor III	\$50	\$150
Licensed Independent Chemical Dependency Counselor	\$50	\$150
Licensed Independent Chemical Dependency Counselor – Clinical Supervisor Endorsement	\$50	\$150
Ohio Certified Prevention Specialist Assistant	\$50	\$150
Ohio Certified Prevention Specialist	\$50	\$150
Ohio Certified Prevention Consultant	\$50	\$150
Registered Applicant	\$10	N/A

## Licensure

To carry out its regulatory responsibility, the Board establishes standards of practice and licenses and certifies chemical dependency professionals. Licenses and certificates are available to individuals who meet academic, preprofessional, and examination requirements for their field of practice. Licenses and certificates issued by the Board are required to be renewed biennially. Table 3 shows the number of active licenses from FY 2019 to FY 2020.

License Type	FY 2019	FY 2020	Percent Change
Chemical Dependency Counselor Assistant	5,587	4,249	-23.9%
Chemical Dependency Counselor Assistant Preliminary	520	2,671	413.7%
Licensed Chemical Dependency Counselor II	423	420	-0.7%
Licensed Chemical Dependency Counselor III	1,263	1,241	-1.7%
Licensed Independent Chemical Dependency Counselor	2,464	2,527	2.6%
Licensed Independent Chemical Dependency Counselor – Clinical Supervisor Endorsement	1,609	1,454	-9.6%
Ohio Certified Prevention Specialist Assistant	261	289	10.7%
Ohio Certified Prevention Specialist	141	150	6.4%
Ohio Certified Prevention Consultant	176	173	-1.7%
Registered Applicant for Prevention Certification	392	451	15.1%
Gambling Disorder Endorsement	29	34	17.2%
<b>Total</b>	<b>12,865</b>	<b>13,659</b>	<b>6.2%</b>

\*As reported to LSC for the FY 2020 Report on Occupational Licensing and Regulatory Boards

The Board utilizes the eLicensing system, which is administered through CSA. Each board that participates in the eLicensing system shares in its cost.

H.B. 197 and H.B. 404 of the 133<sup>rd</sup> General Assembly allowed for license extensions for many occupational licensees in Ohio due to the COVID-19 pandemic. Specifically, H.B. 197 allows a license that would otherwise expire during the COVID-19 emergency to remain valid until the earlier of 90 days after the emergency ends or December 1, 2020. H.B. 404 prolongs this temporary extension so that licenses otherwise expiring between March 9, 2020, and

April 1, 2021, remain valid until July 1, 2021. According to the Board, this has caused an impact on revenues collected during these time periods.

## **Investigation and enforcement**

The Board's regulatory obligations also include investigating complaints that allege a violation of the Code of Ethics established for each field of practice. Complaints received by the Board are reviewed to determine whether the Board has the legal authority to take action. In FY 2020, the Board issued 28 written reprimands, 19 suspensions, and 2 revocations.

## **Continuing education**

Licensees and certificate holders must meet continuing education requirements for renewal. During the two-year renewal cycle, the Board requires licensees and certificate holders to obtain a number of hours of continuing education with a specified number of hours in the particular field of practice. Those holding a prevention specialist assistant certificate must complete 20 hours of continuing education. Those holding a gambling disorder endorsement must complete six hours. All other licensees must complete 40 hours of continuing education.