

STATE BOARD OF DENTAL EXAMINERS

Enabling Laws

Act 241 of 2014
A.C.A. §17-82-201

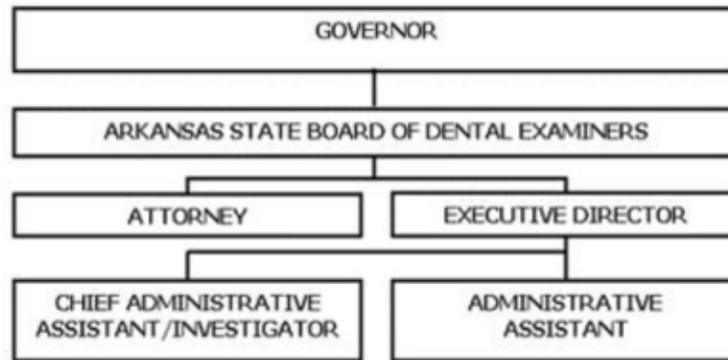
History and Organization

The Arkansas State Board of Dental Examiners was created by Act 144 of 1887 and has been in continuous existence for 123 years. Act 14 of 1955, known as the Dental Practice Act, governs Board operations. The Board regulates the practice of dentistry, dental hygiene, and dental assisting, by examining applicants for competency and issuing licenses to candidates meeting the requirements of the state and the Board.

The Board is also vested with the power to revoke or suspend the privilege of practicing professionally under any license or permit issued by it; it may place a licensee or permittee on probation, may impose a fine, or a combination of these sanctions; it has the authority to promulgate Rules and Regulations governing the practice of dentistry; it may conduct disciplinary hearings under the Administrative Procedures Act.

The Board is composed of six practicing dentists, one practicing dental hygienist, and two consumer representatives; one represents the senior citizens of the state. Members are appointed by the Governor for five year terms; officers are elected annually. The Board meets six or more times a year and conducts disciplinary hearings in conjunction with those meetings.

The Board employs an executive director and two other employees. The Board participates in the Southern Regional Testing Agency with five other states; this agency administers clinical examinations to dentists and dental hygienists. The board members who are dentists and the dental hygienist board member participate with other professional examiners at more than sixteen examinations each year. The Board also holds individual examinations for applicants in the dental specialty fields. More than 5,900 individuals hold a current license or permit issued by the Board of Dental Examiners.



Agency Commentary

The State Board of Dental Examiners is a medically related cash fund agency with one appropriation. Funds are collected by the Board through application fees for licensure, renewal of licenses and permits, issuance of permits, late penalties, and disciplinary fines. The Board is totally self-funded.

The Board was established in 1887 to regulate dentistry. Through the Dental Practice Act [A.C.A. §17-82-101 et seq.] and its Rules and Regulations, the Board prescribes those acts, services, procedures and practices which define the practice of dentistry and those acts, services, procedures and practices which can be performed by dental hygienists and dental assistants.

The Board's office staff of three receives written complaints from the public about dental services, answers questions from the public and licensees of the Board, dispenses applications and information about licensure and permitting in the state, and plans and schedules hearings and meetings. The Board implemented minimum standards of continuing education and mandatory CPR several years ago. The Board uses its website www.dentalboard.arkansas.gov to provide application forms for licensure, minutes of meetings, newsletters and lists of licensed dentists and dental hygienists. Our website is linked to the national group of dental examiners.

The Board is requesting to reclassify a C056C Administrative Specialist III (Grade C112) position to a D071C Computer Support Analyst (Grade C117) position each year of the 2015-17 Biennium to better align the title and classification to the duties of the position.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS STATE BOARD OF DENTAL EXAMINERS
FOR THE YEAR ENDED JUNE 30, 2013

| Findings | Recommendations |
|----------|-----------------|
| None | None |

State Contracts Over \$50,000 Awarded To Minority Owned Businesses Fiscal Year 2014

None

Employment Summary

| | Male | Female | Total | % |
|-------------------------|------|--------|-------|-------|
| White Employees | 0 | 1 | 1 | 33 % |
| Black Employees | 0 | 2 | 2 | 67 % |
| Other Racial Minorities | 0 | 0 | 0 | 0 % |
| Total Minorities | | | 2 | 67 % |
| Total Employees | | | 3 | 100 % |

Cash Fund Balance Description as of June 30, 2014

| Fund Account | Balance | Type | Location |
|--------------|-------------|---|--|
| 3120000 | \$1,539,747 | Checking, Money Market, CD and Treasury | Pulaski, Simmons, Twin City Metropolitan Bank & State Treasury |

Statutory/Other Restrictions on use:

A.C.A. 17-82-211 Provides for the Agency to collect fines and penalties and for the Agency treasurer to disburse as necessary.

Statutory Provisions for Fees, Fines, Penalties:

A.C.A. 17-82-100 et seq., A.C.A. 17-82-201 et seq., A.C.A. 17-82-301 et seq., 17-82-501 et seq.

Revenue Receipts Cycle:

January 1 Odd numbered years-Biennial renewal of dental and hygiene licenses, corporation registry, anesthesia permits. January 1 Even numbered years-Biennial renewal of dental assistant permits.

Fund Balance Utilization:

To pay all expenses of board operations including board meetings, disciplinary hearings, complaint investigations, staff training, board member examiners training and office operations.

Publications

A.C.A. 25-1-201 et seq.

| Name | Statutory Authorization | Required for | | # of Copies | Reason(s) for Continued Publication and Distribution | Unbound Black & White Copies Produced During the Last Two Years | Cost of Unbound Copies Produced During the Last Two Years |
|------|-------------------------|--------------|------------------|-------------|--|---|---|
| | | Governor | General Assembly | | | | |
| None | N/A | N | N | 0 | N/A | 0 | 0.00 |

Agency Position Usage Report

| FY2012 - 2013 | | | | | | FY2013 - 2014 | | | | | | FY2014 - 2015 | | | | | |
|-------------------|----------|----------|-------|------------------|------------------------|-------------------|----------|----------|-------|------------------|------------------------|-------------------|----------|----------|-------|------------------|------------------------|
| Authorized in Act | Budgeted | | | Unbudgeted Total | % of Authorized Unused | Authorized in Act | Budgeted | | | Unbudgeted Total | % of Authorized Unused | Authorized in Act | Budgeted | | | Unbudgeted Total | % of Authorized Unused |
| | Filled | Unfilled | Total | | | | Filled | Unfilled | Total | | | | Filled | Unfilled | Total | | |
| 3 | 3 | 0 | 3 | 0 | 0.00 % | 3 | 3 | 0 | 3 | 0 | 0.00 % | 3 | 3 | 0 | 3 | 0 | 0.00 % |

Analysis of Budget Request

Appropriation: A41 - Cash Operations

Funding Sources: 312 - Dental Examiners Cash

The State Board of Dental Examiners is funded from the receipt of fees charged by the Board, as authorized by Arkansas Code Annotated § 17-82-310.

Base Level Regular Salaries and Personal Services Matching include the continuation of the previously authorized 2015 1% Cost of Living Adjustment and Career Service Payments for eligible employees. Personal Services Matching also includes a \$10 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for Merit Pay Increases.

The Agency's Change Level Request includes an increase of \$5,498 each year of the biennium in Regular Salaries and Personal Services Matching for the reclassification of a (C056C) Administrative Specialist III (Grade C112) position to a (D071C) Computer Support Analyst (Grade C117) position. This request is needed to better align the title and classification with the duties of this position.

The Executive Recommendation provides for a reclassification of the (C056C) Administrative Specialist III (Grade C112) to a (C037C) Administrative Analyst (Grade C115) position. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: A41 - Cash Operations
Funding Sources: 312 - Dental Examiners Cash

Historical Data

Agency Request and Executive Recommendation

| Commitment Item | | Historical Data | | | Agency Request and Executive Recommendation | | | Agency Request and Executive Recommendation | | |
|--------------------------------|---------|---------------------|---------------------|-------------------------|---|------------------|------------------|---|------------------|------------------|
| | | 2013-2014 Actual | 2014-2015 Budget | 2014-2015 Authorized | 2015-2016 | | | 2016-2017 | | |
| | | | | | Base Level | Agency | Executive | Base Level | Agency | Executive |
| Regular Salaries | 5010000 | 171,157 | 169,348 | 169,378 | 170,994 | 175,484 | 172,486 | 170,994 | 175,484 | 172,486 |
| #Positions | | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Personal Services Matching | 5010003 | 51,864 | 50,792 | 50,079 | 51,615 | 52,623 | 51,949 | 51,615 | 52,623 | 51,949 |
| Operating Expenses | 5020002 | 238,920 | 214,637 | 214,637 | 214,637 | 214,637 | 214,637 | 214,637 | 214,637 | 214,637 |
| Conference & Travel Expenses | 5050009 | 7,063 | 7,166 | 7,166 | 7,166 | 7,166 | 7,166 | 7,166 | 7,166 | 7,166 |
| Professional Fees | 5060010 | 5,200 | 42,126 | 42,126 | 42,126 | 42,126 | 42,126 | 42,126 | 42,126 | 42,126 |
| Data Processing | 5090012 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Refunds/Reimbursements | 5110014 | 650 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Capital Outlay | 5120011 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | | 474,854 | 494,069 | 493,386 | 496,538 | 502,036 | 498,364 | 496,538 | 502,036 | 498,364 |
| Funding Sources | | | | | | | | | | |
| Fund Balance | 4000005 | 1,259,497 | 1,539,747 | | 1,745,678 | 1,745,678 | 1,745,678 | 1,949,140 | 1,943,642 | 1,947,314 |
| Cash Fund | 4000045 | 755,104 | 700,000 | | 700,000 | 700,000 | 700,000 | 700,000 | 700,000 | 700,000 |
| Total Funding | | 2,014,601 | 2,239,747 | | 2,445,678 | 2,445,678 | 2,445,678 | 2,649,140 | 2,643,642 | 2,647,314 |
| Excess Appropriation/(Funding) | | (1,539,747) | (1,745,678) | | (1,949,140) | (1,943,642) | (1,947,314) | (2,152,602) | (2,141,606) | (2,148,950) |
| Grand Total | | 474,854 | 494,069 | | 496,538 | 502,036 | 498,364 | 496,538 | 502,036 | 498,364 |

FY15 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2013-2015 Biennium.

Change Level by Appropriation

Appropriation: A41 - Cash Operations
Funding Sources: 312 - Dental Examiners Cash

Agency Request

| Change Level | | 2015-2016 | Pos | Cumulative | % of BL | 2016-2017 | Pos | Cumulative | % of BL |
|--------------|-------------------|----------------|----------|----------------|--------------|----------------|----------|----------------|--------------|
| BL | Base Level | 496,538 | 3 | 496,538 | 100.0 | 496,538 | 3 | 496,538 | 100.0 |
| C10 | Reclass | 5,498 | 0 | 502,036 | 101.1 | 5,498 | 0 | 502,036 | 101.1 |

Executive Recommendation

| Change Level | | 2015-2016 | Pos | Cumulative | % of BL | 2016-2017 | Pos | Cumulative | % of BL |
|--------------|-------------------|----------------|----------|----------------|--------------|----------------|----------|----------------|--------------|
| BL | Base Level | 496,538 | 3 | 496,538 | 100.0 | 496,538 | 3 | 496,538 | 100.0 |
| C10 | Reclass | 1,826 | 0 | 498,364 | 100.4 | 1,826 | 0 | 498,364 | 100.4 |

Justification

| | |
|-----|--|
| C10 | The increase of \$5,498 each year of the biennium in Regular Salaries and Personal Services Matching is for the reclassification of a (C056C) Administrative Specialist III (Grade C112) position to a (D071C) Computer Support Analyst (Grade C117) position. This request is needed to better align the title and classification with the duties of this position. |
|-----|--|