

gency Mission: To assure the citizens of Kansas safe and competent practice by nurses and mental health technicians.

**Kansas State Board of Nursing
Landon State Office Building, Room 560
Finance Committee Agenda
March 27, 2024**

NOTE: The audience may attend in person or via Zoom. Link to access meeting to follow agenda.

Time: 8:30 a.m. – 9:00 a.m.

Committee Members: Julianna Rieschick, RN, MSN, NEA-BC, Chair
Andrea Watson, RN, BSN, OCN, CCRP, V. Chair
Geovannie Gone, Public Member
Brenda Sharpe, Public Member

Staff: Carol Moreland, MSN, RN, Executive Administrator
Adrian Guerrero, Director of Operations
Jill Simons, Executive Assistant

- I. Quorum (minimum of 3 members present) – Yes or No
- II. Call to Order
- III. Review Onsite Packets
- IV. Additions/Revisions to Agenda
- V. Announcements
- VI. Approval of Minutes: September 13, 2023

Consent Item Agenda

- 1. Draft Regulation Review K.A.R. 60-4-101
- 2. Update on Upgrade to the Licensing Software

VII. Unfinished Business

- 1. Monthly Finance Report Update
- 2. Update on FY 24 & 25 Budget

VIII. New Business

- 1. Increase in fees for State and Federal criminal history record check services
- 2. New Regulation Review Process to be completed by March 2025 (0 of 4 completed)
 - a. K.A.R. 60-4-101 Payment of fees – initial review 9/13/23
 - b. K.A.R. 60-11-119 Payment of fees
 - c. K.A.R. 60-8-101 Schedule of fees
 - d. K.A.R. 60-13-101 Payment of fees
 - e. K.A.R. 60-4-103 Fees and travel expenses for school approval of continuing education providers

3. Five-year Statute Regulation Review
 - a. K.S.A. 65-1118 Fees
4. Committee Description from KSBN Articles

IX. Agenda for June 2024 Committee meeting

X. Adjourn

Committee Responsibilities:

To review and project budgetary needs to support agency; to maintain a structured system for monitoring impaired licensees; to review and recommend revisions to the impaired assistance program yearly contract.

Please note: Additional items which have come to the attention of the Board or Committee will be handled as time permits.

Agenda is subject to change based upon items to come before the Board.

Handouts or copies of materials brought to the Board or committees for discussion by committee members or visitors must be submitted to staff 30 calendar days prior to start of the meeting. Any items received after the 30th calendar day may be addressed at the meeting at the discretion of the President of the Board or Chairperson of the committee.

Please click the link below to join the webinar:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83091813661?pwd=STVCeEtIbXdrZzJvWmZReWxaSvtwUT09>

Passcode: KSBNFin

Or One tap mobile :

+17193594580,,83091813661#,,,8904571# US

+12532050468,,83091813661#,,,8904571# US

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 646 876 9923 US (New York)

+1 646 931 3860 US

+1 689 278 1000 US

+1 301 715 8592 US (Washington DC)

Webinar ID: 830 9181 3661

Passcode: 8904571

International numbers available: <https://us02web.zoom.us/j/83091813661?pwd=STVCeEtIbXdrZzJvWmZReWxaSvtwUT09>

PAGE LEFT
BLANK
INTENTIONALLY

PAGE LEFT
BLANK
INTENTIONALLY

PAGE LEFT
BLANK
INTENTIONALLY

KSBN Regulation Review Form

Part 1 (completed by agency staff):

Regulation Number: 60

Article Title: 4

Rule and Reg Title: 101 - Payment of fees

Type (New/Amended): Amended July 1, 2019

Effective Date (history): January 1, 1966

Authorizing K.S.A. 65-1129

Implementing K.S.A. 65-1118

Part 2 (completed by committee members):

Necessity:

1. Is the rule and regulation necessary for the implementation and administration of state law? Y ☒ or N ☐
2. Does the rule and regulation service an identifiable public purpose in support of state law? Y ☒ or N ☐

Potential for Revocation:

1. Briefly describe how revocation would affect Kansans (max. 800 characters)
They are necessary as a fee funded agency
2. Is the rule and regulation being revoked? Y ☐ or N ☒
3. If the rule and regulation is not in active use, would revocation require a change to the authorizing or implementing statute? Y ☐ or N ☐
4. If the rule and regulation is not in active use and revocation would require a change in the authorizing or implementing statute, which changes? (max. 400 characters)
It would go against our mission as our mission is to protect the state.

Additional information:

Additional information necessary to understanding the necessity of the rule and regulation (max. 1,200 characters)

Committee: Finance

Chair: Julianna Rieschick

Date: 09/13/2023

Here is an update on the system:

- System Automation Licensing System Upgrade.

KSBN received a generous financial grant provided under the federal American Rescue Plan Act of 2021, as recommended by the Strengthening People and Revitalizing Kansas (SPARK) Taskforce and the approved by the State Finance Council for the State Efficiency and Modernization Program. Funding acceptance was approved by the KSBN Board President. This funding will be used as part of the modernization upgrades to the KSBN licensing system.

Project plan paperwork has been approved and signed. KSBN began the modernization project plan discussions with the licensing software vendor, System Automation. This project will be a multiphase project. Phase 1 will include the following deliverables. Project Management Plan, Requirements Documentation, MyLicense Upgrade in Test Deploy Jasper Reports Server, Perform Jasper Reports Training, Configure KSBN Data Model, Deploy Hyland Perceptive Integration, Install and Configure Verification, User Acceptance Testing Go-Live and Operational Support. Total for Phase 1 (High-End Timeline) 5-6 months. Current progress and tentative plans for Phase 1 is as follows:

- October: KSBN Staff from Administration, IT/Operations, Licensing, and Investigative Departments attended the System Automation Users Conference in Baltimore, Maryland at SA's headquarters.
- November: Set up and install all servers, prepare migration scripts, set up Verification.
- December: UAT for test environment (MLO/eGov/Verification), set up Jasper server.
- January-February: Project configuration work and User Acceptance Testing.
- March-April: Security scanning a possible go live for MLO/eGov/Verification

Phase 2 – Implement MyLicense One Online Services and Case Management, MyLicense One Setup Fee, Online Services and Case Management Requirements Documentation, MyLicense One Administrator Training, Online Initial Application Configuration, Online Renewal Configuration, Demographics Update Configuration, Case Management Configuration, User Acceptance Testing of Online Services and Case Management, Perform End User Training for Case Management, Go-Live and Operational Support, Total for Phase 2 (High-End Timeline) 12 months. KSBN has received the quotes and high-level project plan and submitted to the Kansas Information Technology Office (KITO) for project approval. This was approved Feb 29th. and the project plan was submitted to System Automation.

KSBN is prepared to commit the needed resources to move forward with the upgrades that are needed to implement the enforcement, mobile and reporting modules. This project will be completed in phases over two fiscal years.



Agency Financial Details

GLOBAL FILTERS	GLOBAL FILTERS	GLOBAL FILTERS
Business Unit 48200	Department 4820000000	Fund 2716
GLOBAL FILTERS	GLOBAL FILTERS	GLOBAL FILTERS
Budget Unit No Filter Appl..	Program No Filter Appl..	Agency Use No Filter Appl..

Year to Date Cash Balance Amount

\$5,287,250.50

Year to Date Revenue

\$2,206,506.52

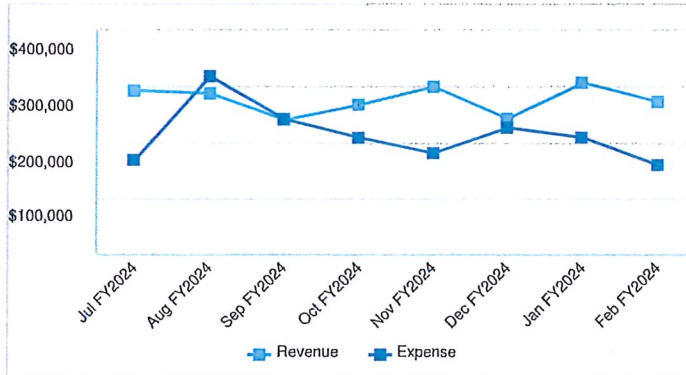
Current Month Revenue: \$272,288.50

Year to Date Expense

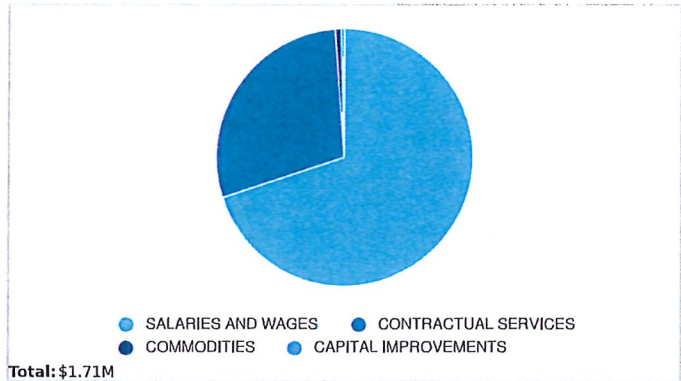
\$1,709,550.21

Current Month Expense: \$159,292.98

REVENUE AND EXPENDITURES TREND



YEAR TO DATE EXPENDITURES BY ACCOUNT GROUP



ACCOUNT GROUP		AMOUNT
CASH BALANCE		
OPERATING EXPENDITURES		
CASH BALANCE		
CASH AT BEGINNING OF THE YEAR		\$4,969,257.44
	CASH BALANCE Subtotal	\$4,969,257.44
REVENUE		
LICENSES, SALES, SERVICE		\$2,206,506.52
	REVENUE Subtotal	\$2,206,506.52
EXPENDITURES		
SALARIES AND WAGES		-\$1,195,739.80
CONTRACTUAL SERVICES		-\$493,708.31
COMMODITIES		-\$12,858.65
CAPITAL IMPROVEMENTS		-\$7,243.45
	EXPENDITURES Subtotal	-\$1,709,550.21
OTHER		
ACCOUNTS PAYABLE		-\$37,561.58
LESS PRIOR FY EXPENDITURES		-\$141,401.67
	OTHER Subtotal	-\$178,963.25
	OPERATING EXPENDITURES Subtotal	\$5,287,250.50
	CASH BALANCE Subtotal	\$5,287,250.50
Total		\$5,287,250.50

REVENUE REPORT

ACCOUNT CODE AND DESCRIPTION	AGENCY USE	Jul FY2024	Aug FY2024	Sep FY2024	Oct FY2024	Nov FY2024	Dec FY2024	Jan FY2024	Feb FY2024	YTD
LICENSES, SALES, SERVICE										
42000 - SERVICE CHARGES		\$4,971.00	\$3,186.00	\$1,872.00	\$2,210.60	\$1,279.27	\$793.00	\$1,731.00	\$3,525.50	\$19,568.37
42100 - LICENSE PERMIT & REGISTRATION		\$287,454.80	\$284,088.70	\$238,023.25	\$264,640.40	\$298,129...	\$241,025...	\$304,938.13	\$268,763.00	\$2,187,063.15
42200 - SALES OF COMMODITIES						-\$125.00				-\$125.00
LICENSES, SALES, SERVICE Subtot		\$292,425.80	\$287,274.70	\$239,895.25	\$266,851.00	\$299,284.1	\$241,818.0	\$306,669.13	\$272,288.50	\$2,206,506.52

Total
\$292,425.80
\$287,274.70
\$239,895.25
\$266,851.00
\$299,284.1
\$241,818.0
\$306,669.13
\$272,288.50
\$2,206,506.52

▼ MONTHLY EXPENDITURES

ACCOUNT	DESCRIPTION	Jul FY2024	Aug FY2024	Sep FY2024	Oct FY2024	Nov FY2024	Dec FY2024	Jan FY2024	Feb FY2024	YTD
SALARIES AND WAGES										
51000	SALARIES AND WAGES	\$148,289.84	\$143,381.21	\$204,838.53	\$144,184.58	\$140,754.00	\$134,397.33	\$139,810.70	\$140,083.61	\$1,195,739.80
SALARIES AND WAGES Subto		\$148,289.84	\$143,381.21	\$204,838.53	\$144,184.58	\$140,754.00	\$134,397.33	\$139,810.70	\$140,083.61	\$1,195,739.80
CONTRACTUAL SERVICES										
52000	COMMUNICATION	\$74.99	\$11,069.93	\$10,521.84	\$5,523.39	\$7,514.78	\$5,918.95	\$7,411.64	\$11,438.85	\$59,477.35
52200	PRINTING AND ADVERTISING		\$17.61	\$977.63				\$189.90		\$1,185.14
52300	RENTS		\$39,674.11	\$1,620.00	\$39,220.79	\$6,668.82	\$29,473.97	\$39,360.79	\$40.00	\$156,056.57
52400	REPAIRING AND SERVICING	\$19,393.39	\$36,031.00	\$7,216.40	\$9,423.52	\$15,901.20	\$11,705.34	\$3,974.46		\$103,641.29
52510	IN STATE TRAVEL & SUBSISTENCE		\$73.00	\$3,380.26	\$30.45	\$524.01	\$1,680.68	\$756.58		\$6,444.98
52520	OUT OF STATE TRAVEL & SUBSIST		\$200.00	\$878.08						\$1,078.08
52550	TRAVEL & SUBSISTENCE	\$39.45	\$1,784.30	\$2,569.74	\$506.21	\$2,397.04	\$890.83	\$770.35	\$1,005.26	\$9,962.17
52600	FEES-OTHER SERVICES	\$511.00	\$29,219.45	\$440.90	\$4,642.32	\$2,727.78	\$2,825.84	\$2,292.79	\$5,544.11	\$48,204.19
52700	FEES- PROFESSIONAL SERVICES	-\$12.00	\$51,556.26	-\$213.00	\$1,198.50	\$2,131.25	\$33,574.25	\$11,421.75	-\$120.00	\$99,533.76
52900	OTHER CONTRACTUAL SERVICES		\$1,544.84	\$6,000.00	\$572.73					\$8,117.57
CONTRACTUAL SERVICES Subto		\$20,006.83	\$171,170.50	\$33,391.85	\$61,117.91	\$37,864.88	\$86,069.86	\$66,178.26	\$17,908.22	\$493,708.59
COMMODITIES										
53200	FOOD FOR HUMAN CONSUMPTION			\$820.80				\$107.34		\$928.14
53400	MAINT CONSTR MATERIAL SUPPLY					\$41.16		\$118.51		\$159.67
53500	VEHICLE PART SUPPLY ACCESSORY		\$134.42	\$29.21	\$12.25	\$156.26	\$188.49	\$22.42	\$6.45	\$549.10
53600	PRO SCIENTIFIC SUPPLY MATER		\$305.00			\$456.00			\$158.00	\$919.00
53700	OFFICE AND DATA SUPPLIES		\$2,707.13	\$1,999.00	\$1,281.61	\$731.36	\$3,445.37	\$18.37		\$10,182.54
53900	OTHER SUPPLIES AND MAT		\$42.65		\$31.36			\$45.49		\$119.50
COMMODITIES Subto		\$0.00	\$3,189.20	\$2,849.01	\$1,325.22	\$1,384.78	\$3,633.86	\$312.13	\$164.45	\$12,858.60
CAPITAL IMPROVEMENTS										
54000	FURN FIXTURES AND EQUIPMENT						\$1,429.12	-\$44.26	\$1,136.70	\$2,521.56
54130	MICROCOMPUTER EQUIPMENT			\$139.55	\$938.52	\$232.91		\$1,860.96		\$3,171.94
54160	INFO PROCESSING EQUIPMENT		\$350.00	\$175.00	\$350.00		\$350.00	\$175.00		\$1,400.00
54180	SOFTWARE		\$29.99	\$29.99	\$29.99		\$29.99	\$29.99		\$149.96
CAPITAL IMPROVEMENTS Subto		\$0.00	\$379.99	\$344.54	\$1,318.51	\$232.91	\$1,809.11	\$2,021.69	\$1,136.70	\$7,244.10
Total		\$168,296.67	\$318,120.90	\$241,423.93	\$207,946.22	\$180,236.50	\$225,910.11	\$208,322.78	\$159,292.98	\$1,709,550.23

Issue A: Summary of FY 2024 Revised Request

Description: The Board of Nursing's (KSBN) FY 2024 revised request totals \$4,297,944 from all funding sources, including \$3,722,944 from the Board of Nursing Fee Fund, \$350,000 from the Criminal Background/Fingerprint Fund, and \$225,000 of ARPA funds. This reflects a 22.1 percent increase over the FY 2023 actuals.

Salaries and wages and contractual services continue to be the Board's largest categories of expenditure. The request for salaries and wages is \$2,259,063 for FY 2024, which would fund 27.00 FTE positions. The increase of \$369,205 from FY 2023 actual expenditures is primarily a result of fully funding of all positions. In addition, the 2023 Legislature approved, and the State Finance Council implemented FY 2024 state employee pay plan, which gave most employees a 5.0 percent salary increase.

The Board requests a contractual services budget of \$2,003,281. Budgeted expenditures for building rent and travel, as well as professional fees related to administrative hearings, the Peer Assistance Program, and the Criminal Background Check/Fingerprint Program have increased substantially. This is an increase of \$715,109 from the FY 2023 actuals. The increase reflects the first phase of the Board's three-year IT plan to upgrade licensing software which was approved during the 2022 Legislative Session. The 2023 Legislature approved the transfer of \$225,000 of ARPA funds for a portion of the costs for upgrading the licensing software. This funding was not included in the approved budget. The Board requests \$17,100 for commodities and \$18,500 in capital outlay expenditures. In FY 2023, the Board had a large software purchase as part of their IT plan, this results in a large decrease in capital outlay estimated expenditures for FY 2024.

Key Agency Performance Measures: The Board's key measures to process licensure applications accurately and in a timely manner are reflected by processing initial and reinstatement applications within a three-day period at least 95.0 percent of the time. The Board's goals are to investigate reported complaints in a timely manner, within a nine-month period, at a 60.0 percent completion rate. The completion rate percent was affected by the pandemic which led the Board to evaluate the Investigative Division's processes. The process starts when the complaint is received in the agency and continues all the way through the investigation of the complaint and presenting a summary to the Board to review and decide if a violation has occurred. Very little of this process was electronic. There are a lot of security issues with having most of the documents submitted to the Board electronically. At the beginning of the pandemic the agency had to change almost the whole process. The agency has made great strides and continues to work on these issues. A person can now submit the complaint on-line and an Administrative Assistant scans all the information received into the agency for a case and sends the information electronically to the investigator to review. It is a very time-consuming process, and the agency continues to look for acceptable

options for a person to submit subpoenaed documents to the agency that could cut out the need to scan documents.

Division of the Budget Recommendation: The Division of the Budget concurs with the Board's revised budget request for FY 2024.

Agency Appeals:

Governor's Recommendation:

Legislative Action:

Issue B: Summary of FY 2025 Allocated Resources Request

Description: For FY 2025, KSBN's base budget request totals \$3,947,121 from all funding sources, including \$3,597,121 from the Board of Nursing Fee Fund and \$350,000 from the Criminal Background/Fingerprint Fund. This request reflects an 8.2 percent decrease from the FY 2024 revised request.

Salaries and wages and contractual services continue to be the Board's largest categories of expenditure. The request for salaries and wages is \$2,186,305, which would continue to fund 27.00 FTE positions and includes \$66,420 of shrinkage. The Board requests a contractual services budget of \$1,621,016. Budgeted expenditures for building rent and travel, as well as professional fees related to administrative hearings, the Peer Assistance Program, and the Criminal Background Check/Fingerprint Program have increased substantially. There is a decrease of \$382,265 in contractual services as completion of Phase 1 and Phase 2 of the IT upgrade that was approved during the 2022 Legislative Session is finalized. The Board is requesting \$20,300 for commodities and \$119,500 for capital outlay. Capital outlay costs reflect purchase of computers as part of a replacement plan for the Board and staff.

Key Agency Performance Measures: The Board's key measures to process licensure applications accurately and in a timely manner are reflected by processing initial and reinstatement applications within a three-day period at least 95.0 percent of the time. The Board's goals are to investigate reported complaints in a timely manner, within a nine-month period, at a 60.0 percent completion rate.

Division of the Budget Recommendation: The Division of the Budget concurs with the level of funding needed for the Board's expenditures, including the supplemental request for the FY 2024 Pay Plan.

Agency Appeals:

Governor's Recommendation:

Legislative Action:

Issue C: Supplemental Change Packages—FY 2025

Description:

Pay Plan Shortfall: Per the direction of Division of Budget, the Board requests a supplemental change package of \$66,420 to offset the state employee pay plan approved by the 2023 Legislature, giving employees a 5.0 percent salary increase. Although the action increased the FY 2024 expenditure limitation, the Legislature did not include the expenditure limitation increase for FY 2025.

Division of the Budget Recommendation: Although the action by the State Finance Council increased the FY 2024 expenditure limitation for the Board of Nursing Fee Fund, the Legislature did not authorize a FY 2025 expenditure limitation increase on this fund. Therefore, the Division of the Budget revised FY 2025 budget recommendation for Board of Nursing includes a fee fund expenditure limitation increase of \$66,420 to cover the pay plan in FY 2025.

Agency Appeals:

Governor's Recommendation:

Legislative Action:

Issue D: Fee Fund Analysis

Description: The Board of Nursing is financed primarily by the Board of Nursing Fee Fund. Receipts to the fund are generated by licensing nurses and mental health technicians to practice in Kansas. Gross receipts to the fund in FY 2023 were \$3.6 million. The Board estimates gross receipts of \$3.2 million in FY 2024 and \$3.0 million in FY 2025.

The following table shows actual expenditures and revenues for FY 2021 through FY 2023 and anticipated expenditures and revenues for FY 2024 and FY 2025 from the Board of Nursing Fee Fund in the agency budget request:

	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Beginning Balance	\$ 2,185,934	\$ 3,119,795	\$ 4,025,789	\$4,481,606	\$4,001,662
Revenues	3,431,038	3,769,114	3,574,749	3,243,000	3,043,000
Expenditures	<u>2,497,177</u>	<u>2,863,120</u>	<u>3,118,932</u>	<u>3,722,944</u>	<u>3,663,541</u>
Ending Balance	\$ 3,119,795	\$ 4,025,789	\$ 4,481,606	\$4,001,662	\$3,381,121

A complete list of all fees can be found in KAR 60-4-101, 60-8-101, 60-11-119, and 60-13-101. The agency also has three other no-limit fee funds which are not included in the attached cash flow table.

Education Conference Fund. This fund partially supports agency operations, including training and conferences. Receipts to the fund are generated from the proceeds of educational conferences that the agency conducts. The balance is generally spent in the year it is received. The Board does not anticipate any expenditures from the fund for FY 2024 or FY 2025.

Gifts and Donations Fund. Revenues and expenditures from the Gifts and Donations Fund also vary depending on donations and specific scholarship opportunities. The Board does not anticipate any expenditures from the fund for FY 2024 or FY 2025.

Criminal Background/Fingerprint Fund. Current law (KSA 74-1112) requires all applicants for licensure by the Board to complete a fingerprint card and waiver form to allow for a background check. The Board submits the fingerprints to the Kansas Bureau of Investigation and the Federal Bureau of Investigation for a state and national criminal history record check. The Board fixes a fee for the fingerprinting process, and the revenue is deposited to the Criminal Background Fingerprint Fund. The agency budget request includes expenditures of \$350,000 for FY 2024 and FY 2025.

Civil Fines: First offense—not to exceed \$1,000; second offense—not to exceed \$2,000; third and subsequent offenses—not to exceed \$3,000. All fines are deposited in the State General Fund. In FY 2022, the Board collected \$2,000 in fines, and the Board estimates that \$15,000 will be collected each year for FY 2024 and FY 2025.

Division of the Budget Recommendation: The Division of the Budget concurs with the agency fee fund revenue estimates and expenditures.

Agency Appeals:

Governor's Recommendation:

Legislative Action:

Agency Name: Board of Nursing--482
Budget Tracking Sheet

<u>Ch.Pkg.</u> <u>FY 2024</u>	<u>State General Fund</u>	<u>All Funding Sources</u>	<u>FTE Pos.</u>	<u>Non-FTE Uncl.</u>
Approved Budget in Comparison Report	\$ --	\$ 4,072,944	27.00	--
Approved Adjustments to Budget--FY 2024	--	--	--	--
None	--	--	--	--
Total Approved Adjustments to Budget--FY 2024	\$ --	\$ --	--	--
Approved Budget--FY 2024	\$ --	\$ 4,072,944	27.00	--
Agency Adjustments to Approved	--	225,000	--	--
ARPA Funds	--	225,000	--	--
Total Agency Adjustments	\$ --	\$ 225,000	--	--
Agency Revised Request--FY 2024	\$ --	\$ 4,297,944	27.00	--
DOB Adjustments to Request	--	--	--	--
None	--	--	--	--
Total DOB Adjustments	\$ --	\$ --	--	--
DOB Recommendation--FY 2024	\$ --	\$ 4,297,944	27.00	--

Agency Name: Board of Nursing--482
Budget Tracking Sheet

Ch.Pkg.	FY 2025	State General Fund	All Funding Sources	FTE Pos.	Non-FTE Uncl.
	Approved Budget in <i>Comparison Report</i>	\$ --	\$ 3,947,121	27.00	--
	Approved Adjustments to Budget--FY 2025				
	None	--	--	--	--
	Total Approved Adjustments to Budget--FY 2025	\$ --	\$ --	--	--
	Approved Budget--FY 2025	\$ --	\$ 3,947,121	27.00	--
	Agency Adjustments to Approved				
	None	--	--	--	--
	Total Agency Adjustments	\$ --	\$ --	--	--
	Agency Revised Request--FY 2025	\$ --	\$ 3,947,121	27.00	--
	DOB Adjustments to Request				
DD100	Pay Plan Shortfall	--	66,420	--	--
	Total DOB Adjustments	\$ --	\$ 66,420	--	--
	DOB Recommendation--FY 2025	\$ --	\$ 4,013,541	27.00	--

Board of Nursing

Mission. The mission of the Board of Nursing is to assure safe and competent practice by nurses and mental health technicians in Kansas.

Operations. The Board of Nursing regulates, through licensure, nursing professionals and mental health technicians in Kansas. The Board licenses all advanced registered nurse practitioners, examines candidates desiring to practice, reviews and approves nursing and mental health education programs, and approves all continuing education programs used to meet requirements for license renewal. The Board also investigates complaints regarding unlawful practice and complaints against license holders. After a public hearing, the Board may limit, suspend, or revoke a license. It may also publicly or privately censure a licensee.

The 11-member Board is composed of six registered nurses, two licensed practical nurses, and three representatives of the general public. This agency is financed by fees for license examination, examination, endorsement, renewal, and verification for licenses.

Goals & Objectives. The goal of the Board of Nursing is to assure safe nursing and mental health technology practice in Kansas. The agency has established the following objectives:

Survey each school of nursing every five to ten years.

Approve continuing education programs.

Investigate complaints against nurses and licensed mental health technicians.

Sponsor legislation to revise the Nurse Practice Act.

Process renewals and applications in a timely manner.

Establish roles and responsibilities of board members and staff.

Develop stronger ties with professional organizations and nurses across Kansas.

Statutory History. The original Nurse Practice Act was passed in 1913. An amendment in 1978 provided for the registration of advanced registered nurse practitioners. KSA 65-1113 provides statutory authority for regulation of the nursing profession. The law governing the regulation of mental health technicians (KSA 65-4201) was originally passed in 1973. The membership and duties of the Board are provided for in KSA 74-1106.

Board of Nursing

	FY 2023 Actual	FY 2024 Base Budget	FY 2024 Gov. Rec.	FY 2025 Base Budget	FY 2027 Gov. Rec.
Expenditures by Object					
Salaries & Wages	1,889,858	2,259,063	2,259,063	2,186,305	2,252,725
Contractual Services	1,288,172	2,003,281	2,003,281	1,621,016	1,621,016
Commodities	22,561	17,100	17,100	20,300	20,300
Capital Outlay	318,341	18,500	18,500	119,500	119,500
Debt Service	--	--	--	--	--
Non-expense Items	--	--	--	--	--
Other Assistance	--	--	--	--	--
Total Expenditures	\$3,518,932	\$4,297,944	\$4,297,944	\$3,947,121	\$4,013,541
FTE Positions	27.00	27.00	27.00	27.00	27.00
Non-FTE Unclassified Permanent	--	--	--	--	--
Total Positions	27.00	27.00	27.00	27.00	27.00

Performance Measures	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimate	FY 2025 Estimate
Number of investigations open	715	690	700	700
Percent of initial applications processed within three business days	99.8 %	100.0 %	95.0 %	95.0 %
Percent of reinstatement licensure applications processed within three business days	100 %	100.0 %	95.0 %	95.0 %
Percent of application information entered in licensing software accurately	99.9 %	100.0 %	99.0 %	99.0 %
Percent of investigations completed within nine months of receiving a complaint	48.0 %	53.0 %	60.0 %	60.0 %

Finance 20

BOARD OF NURSING

FY 2023 – FY 2025 BUDGET ANALYSIS

FIGURE 1
BUDGET OVERVIEW, FY 2023 – FY 2025

	Actual FY 2023	Agency FY 2024	Governor FY 2024	Agency FY 2025	Governor FY 2025
Operating Expenditures:					
State General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Funds	-	225,000	225,000	-	-
All Other Funds	3,518,932	4,072,944	4,072,944	4,013,541	4,013,541
<i>Subtotal</i>	<u>\$ 3,518,932</u>	<u>\$ 4,297,944</u>	<u>\$ 4,297,944</u>	<u>\$ 4,013,541</u>	<u>\$ 4,013,541</u>
Capital Improvements:					
State General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Funds	-	-	-	-	-
All Other Funds	-	-	-	-	-
<i>Subtotal</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL	<u>\$ 3,518,932</u>	<u>\$ 4,297,944</u>	<u>\$ 4,297,944</u>	<u>\$ 4,013,541</u>	<u>\$ 4,013,541</u>
Percentage Change:					
State General Fund	-- %	-- %	-- %	-- %	-- %
All Funds	4.1 %	22.1 %	22.1 %	(6.6) %	(6.6) %
FTE Positions	27.0	27.0	27.0	27.0	27.0

The Board of Nursing was created in 1913 to regulate the practice of nursing by maintaining licensure of covered classes, surveying schools, and conducting disciplinary activities. The Board consists of 11 members appointed by the Governor, each serving a four-year term. As required by law, six Board members are registered professional nurses, two are licensed practical nurses, and three are members of the public. The following three divisions assist in facilitating the responsibilities of the agency.

LICENSING DIVISION. The Board's Licensing Division evaluates nursing schools and maintains the licensure of practical nurses, registered nurses, advanced practice registered nurses, registered nurse anesthetists, and mental health technicians.

EDUCATION DIVISION. The Board's Education Division is tasked with developing stronger ties with professional organizations and nurses across Kansas by providing staff for speaking engagements, setting up information booths at conventions, and conducting presentations about nursing regulation to nursing students. In addition, the Board is responsible for reviewing and approving continuing education providers and programs for its licensees, and it accredits schools that meet the Board's rules and regulations.

LEGAL DIVISION. The Board's Legal Division investigates complaints concerning unlawful practices and may, after hearings, suspend or revoke a practitioner's license. The Board also may discipline licensees who violate the Kansas Nurse Practice Act by classifying the violation, investigating actionable categories, and disposing of cases accordingly.

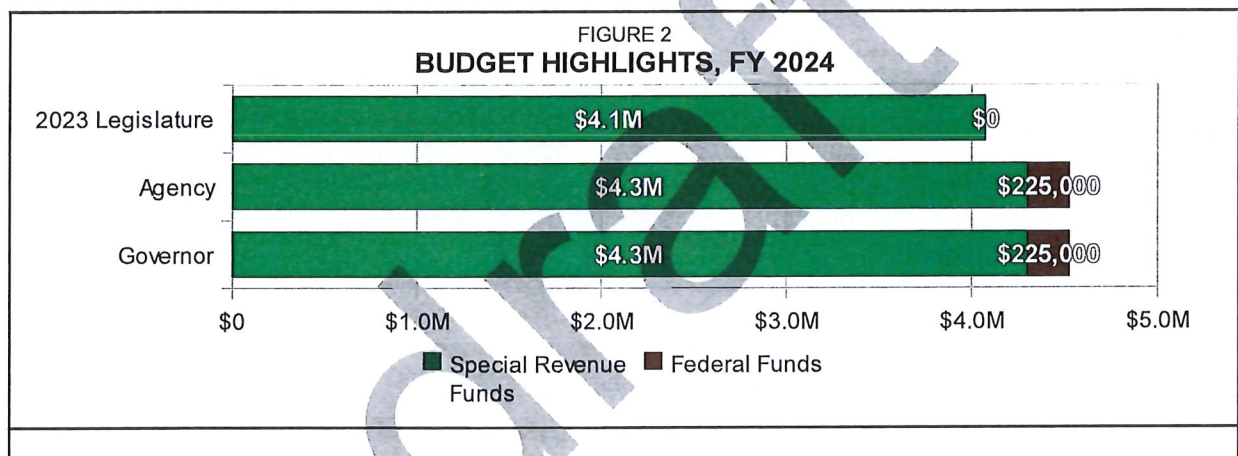
STATUTORY BASIS: • License requirements are governed by KSA 65-1115 (registered nurses); KSA 65-1116 (licensed practical nurses); KSA 65-1130 (advanced practice registered nurses); and KSA 65-1152 (registered nurse anesthetists)

PROGRAM GOALS: • Provide licenses and renewal licenses to eligible practical nurses, registered nurses, advanced practice registered nurses, registered nurse anesthetists, and mental health technicians.

- Issue licenses to practice or authorization to practice within three business days after receipt of all required information 95 percent of the time.
- Review and approve continuing education providers and programs that meet the Board's rules and regulations.
- Oversee the nursing programs, which includes surveying each nursing program once every five to ten years.
- Review complaints received in the agency for possible violations of the Nurse Practice Act and assign a priority within two weeks of date received.

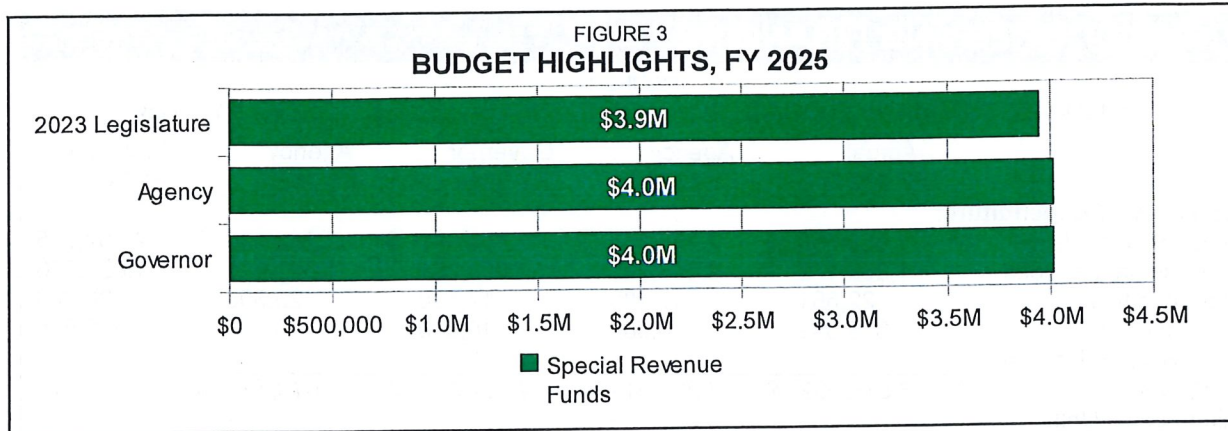
EXECUTIVE SUMMARY

The 2023 Legislature approved a budget of \$4.1 million, all from special revenue funds, in expenditures and 27.0 FTE positions for the Board of Nursing in FY 2024.



The agency submits a revised estimate of \$4.3 million, all from special revenue funds, in expenditures and 27.0 FTE positions in FY 2024. This is an increase of \$225,000, or 5.5 percent, above the FY 2024 approved amount. The increase is due to the agency receiving \$225,000 in federal funds through the American Rescue Plan Act (ARPA) to help with the costs associated with upgrading licensing software.

The **Governor** concurs with the agency's revised request in FY 2024.



The **agency** requests \$4.0 million, all from special revenue funds, in expenditures and 27.0 FTE positions for FY 2025. This is an increase of \$66,420, or 1.7 percent, above the FY 2025 approved amount. The increase is due to the agency's enhancement request for \$66,420 to fund the state employee pay increases in FY 2025 that were authorized by the 2023 legislature.

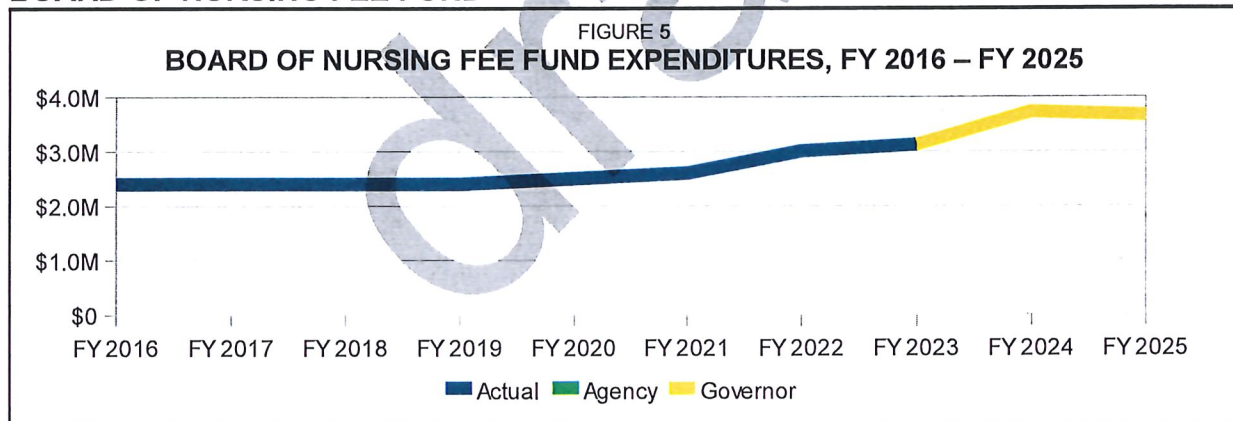
The **Governor** concurs with the agency's revised estimate for FY 2025.

EXPENDITURES AND FINANCING

FIGURE 4
BUDGET SUMMARY BY CATEGORY OF EXPENDITURE, FY 2023 – FY 2025

Category of Expenditure:	Actual FY 2023	Agency FY 2024	Governor FY 2024	Agency FY 2025	Governor FY 2025
Salaries and Wages	\$ 1,889,858	\$ 2,259,063	\$ 2,259,063	\$ 2,252,725	\$ 2,252,725
Contractual Services	1,288,172	2,003,281	2,003,281	1,621,016	1,621,016
Commodities	22,561	17,100	17,100	20,300	20,300
Capital Outlay	318,341	18,500	18,500	119,500	119,500
Debt Service Interest	-	-	-	-	-
Subtotal	\$ 3,518,932	\$ 4,297,944	\$ 4,297,944	\$ 4,013,541	\$ 4,013,541
Aid to Local Units	-	-	-	-	-
Other Assistance	-	-	-	-	-
Subtotal—Operating	\$ 3,518,932	\$ 4,297,944	\$ 4,297,944	\$ 4,013,541	\$ 4,013,541
Capital Improvements	-	-	-	-	-
Debt Service Principal	-	-	-	-	-
TOTAL	\$ 3,518,932	\$ 4,297,944	\$ 4,297,944	\$ 4,013,541	\$ 4,013,541
Financing:					
State General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Funds	-	225,000	225,000	-	-
All Other Funds	3,518,932	4,072,944	4,072,944	4,013,541	4,013,541
TOTAL	\$ 3,518,932	\$ 4,297,944	\$ 4,297,944	\$ 4,013,541	\$ 4,013,541
FTE Positions	27.0	27.0	27.0	27.0	27.0

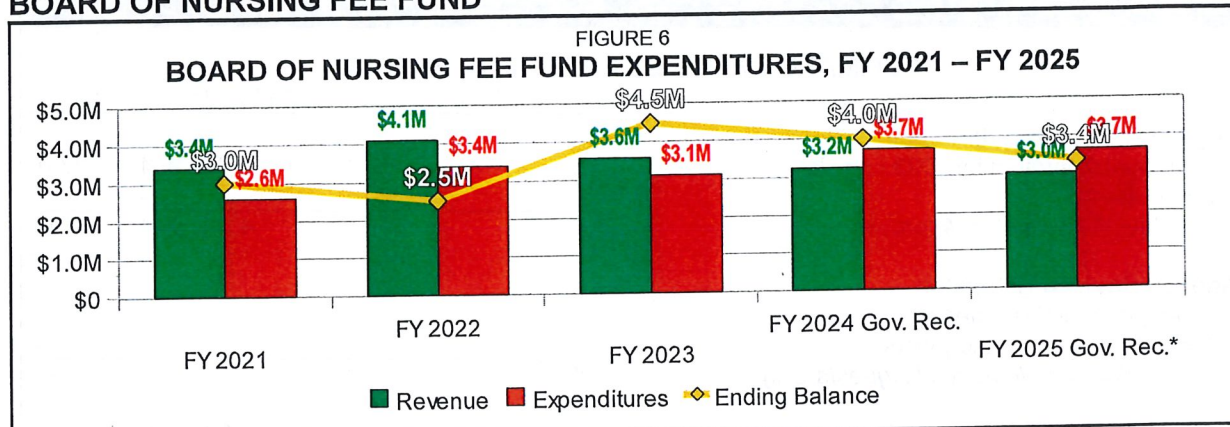
BOARD OF NURSING FEE FUND



The Board is responsible for examining, licensing, and renewing licenses of qualified nurse applicants and conducting hearings upon charges for limitation, suspension, or revocation of a license. According to KSA 74-1108, the executive administrator of the Board can levy fees, charges, or penalties for these services. KSA 74-1106 authorizes the Board of Nursing to apply for and receive grant funds, as well as receive donations, bequests, and gifts. KSA 75-3170a(a) provides that 90.0 percent of incoming revenue is retained by the agency and 10.0 percent is deposited into the State General Fund (SGF), up to a maximum of \$100,000 per fiscal year per fund.

Increased expenditures for FY 2024 and FY 2025 from the Board of Nursing Fee Fund are largely due to salary increases for state employees as passed by the 2022 and 2023 Legislatures, as well as increased funding for a three-year IT plan to upgrade licensing software.

BOARD OF NURSING FEE FUND



* For FY 2025, the lowest month ending balance for the Board of Nursing Fee Fund will occur in July, with a balance of \$3.5 million.

The Board of Nursing Fee Fund ending balance is anticipated to decrease by \$1.1 million from FY 2023 to FY 2025. Revenues are anticipated to decrease between FY 2022 and FY 2025 due to more states joining the Nurse Licensure Compact and the agency losing licensure renewals from nurses residing in those states.

FIGURE 7
LICENSE FEES, FY 2024

License	Current Fee		Statutory Limit		Authority
Advanced Practice Registered Nurse	\$	50	\$	50	KSA 65-1118
Registered Nurse Anesthetist		75		75	KSA 65-1118
Registered Nurse (single state)		100		150	KSA 65-1118
Registered Nurse (multi-state)		125		300	KSA 65-1118
Practical Nurse (single state)		75		100	KSA 65-1118
Practical Nurse (multi-state)		125		300	KSA 65-1118
Mental Health Technician		50		50	KSA 65-4208

FY 2024 ANALYSIS

FIGURE 8
SUMMARY OF BUDGET REQUEST, FY 2024

	SGF	All Funds	FTE
Legislative Approved:			
Amount Approved by 2023 Legislature	\$ -	\$ 4,072,944	27.0
1. No Changes	-	-	--
<i>Subtotal—Legislative Approved</i>	\$ -	\$ 4,072,944	27.0
Agency Revised Estimate:			
Supplemental Requests:			
2. No Supplemental Requests	-	-	--
<i>Subtotal—Supplemental Requests Only</i>	\$ -	\$ -	--
3. Licensing Software Upgrade	-	225,000	--
<i>Subtotal—Agency Revised Estimate</i>	\$ -	\$ 4,297,944	27.0
Governor's Recommendation:			
4. No Changes	-	-	--
TOTAL	\$ -	\$ 4,297,944	27.0

LEGISLATIVE APPROVED

The 2023 Legislature approved a budget of \$4.1 million, all from special revenue funds, in expenditures and 27.0 FTE positions for the Board of Nursing for FY 2024.

1. **NO CHANGES.** Subsequent to the 2023 Session, no adjustments were made to the \$4.1 million appropriated to the Board of Nursing for FY 2024.

AGENCY ESTIMATE

The **agency** requests a revised estimate of \$4.3 million, all from special revenue funds, in expenditures and 27.0 FTE positions in FY 2024. This is an increase of \$225,000, or 5.5 percent, above the FY 2024 approved amount and no change in the number of FTE positions.

The revised estimate includes the following adjustments:

2. **NO SUPPLEMENTAL REQUESTS.** The agency did not request any supplemental expenditure authority in FY 2024.
3. **LICENSING SOFTWARE UPGRADE.** The agency received \$225,000, all federal funds, to upgrade the current licensing software to be more compatible with the increasing number of applicants who are applying for licensure using mobile devices, and to prepare for a multi-phased upgrade approach. Upgrades include reinforced security, adjustments to improve workflow and and streamline the process for licensees, as well as increased visibility of data and reports to allow increased project management oversight.

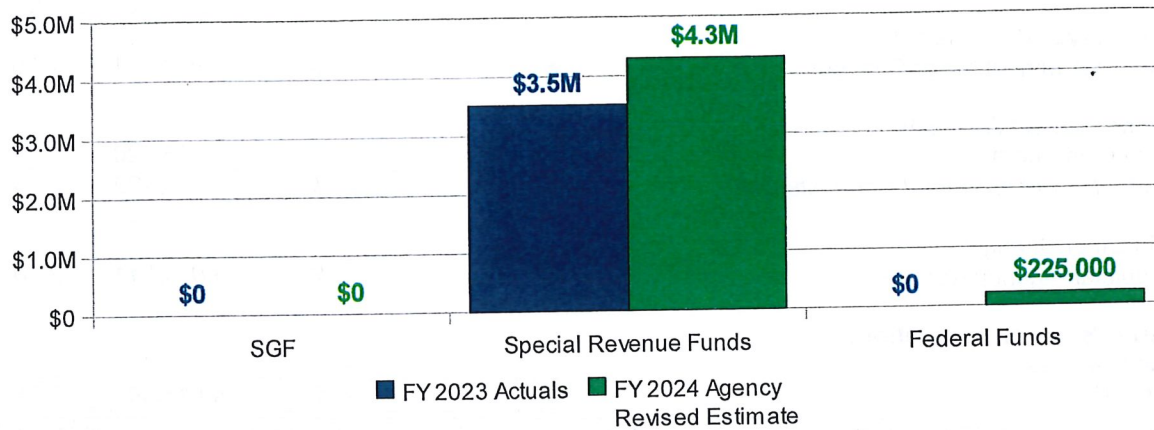
GOVERNOR'S RECOMMENDATION

The **Governor** concurs with the agency's revised estimate in FY 2024.

4. **NO CHANGES.** The Governor does not recommend any changes to the agency's FY 2024 revised estimate.

FY 2024 CHANGE FROM ACTUAL EXPENDITURES

FIGURE 9
CHANGE FROM ACTUAL EXPENDITURES, FY 2024



The **agency** estimates revised expenditures of \$4.3 million, all from special revenue funds, in FY 2024. This is an increase of \$779,012, or 22.1 percent, above FY 2023 actual expenditures. This is due to the agency spending \$160,061 less than the approved amount in FY 2023, as well as increased contractual expenditures as the agency implements its licensing software upgrade. Other reasons for the increase include increased expenditures for salaries and wages in FY 2024 due to the state employee pay increase implemented by the 2023 Legislature and unfilled positions in FY 2023.

FY 2025 ANALYSIS

FIGURE 10
SUMMARY OF BUDGET REQUEST, FY 2025

	SGF	All Funds	FTE
Agency Revised Estimate*:			
Request without Major Changes	\$ -	\$ 3,947,121	27.0
Enhancement Requests:			
1. Pay Plan Shortfall	-	66,420	--
Subtotal—Enhancement Requests Only	\$ -	\$ 66,420	--
2. No Other Changes	-	-	--
Subtotal—Agency Request	\$ -	\$ 4,013,541	27.0
Governor's Recommendation:			
3. No Changes	-	-	--
TOTAL	\$ -	\$ 4,013,541	27.0

* Staff Note: The 2023 Legislature approved a budget of \$3.9 million, all from special revenue funds, and 27.0 FTE positions for FY 2025.

AGENCY REQUEST

The **agency** requests \$4.0 million, all from special revenue funds, for expenditures and 27.0 FTE positions for FY 2025. This is an increase of \$66,420, or 1.7 percent, due to the agency's enhancement request to continue the pay plan implemented by the FY 2023 legislature in FY 2025.

The request includes \$66,420 for the following enhancement requests:

1. **PAY PLAN SHORTFALL.** The request includes \$66,420 from the Board of Nursing Fee Fund for FY 2025 to account for an increase in expenditure limitations that was inadvertently left out of the Legislative Pay Plan in 2023 SB 25. This adjustment would achieve the intended effect of the pay plan and does not represent a substantive change from the salary adjustments approved by the 2023 Legislature.
2. **NO OTHER CHANGES.** The agency did not include any other changes in their FY 2025 revised request.

GOVERNOR'S RECOMMENDATION

The **Governor** concurs with the agency's request for FY 2025.

3. **NO CHANGES.** The Governor does not recommend any changes to the agency's FY 2025 request.

SUPPLEMENTAL AND ENHANCEMENT REQUESTS

FIGURE 11

SUPPLEMENTAL AND ENHANCEMENT REQUESTS, FY 2024 – FY 2025

Request	Agency			Governor		
	SGF	All Funds	FTE	SGF	All Funds	FTE
FY 2025 Enhancements:						
1. Pay Plan Shortfall	\$ -	\$ 66,420	-	\$ -	\$ 66,420	-
TOTAL	\$ -	\$ 66,420	-	\$ -	\$ 66,420	-

2. **PAY PLAN SHORTFALL.** The request includes \$66,420 from the Board of Nursing Fee Fund for FY 2025 to account for an increase in expenditure limitations that was inadvertently left out of the Legislative Pay Plan in 2023 SB 25. This adjustment would achieve the intended effect of the pay plan and does not represent a substantive change from the salary adjustments approved by the 2023 Legislature.

The Governor does recommend adoption of this request.

draft

SPECIAL TOPICS

NURSING LICENSURE COMPACT

The 2018 Legislature passed HB 2496, which established provisions for the implementation of the Nursing Licensure Compact. This classified the traditional license for professional nurses and practice nurses as a single-state license and created a new category of licensure for multi-state applicants.

The bill also increased the statutory limit for the application fee for a professional nurse license from \$75 to \$150, the application fee for a practice nurse license from \$50 to \$100, and the biennial license renewal fee for professional nurses and practical nurses from \$60 to \$120. In addition, it increased the statutory limit for license reinstatement fees from \$70 to \$150, and increased the statutory limit on the license reinstatement fee for a temporary permit from \$100 to \$175. In addition, the bill set the statutory limit for a multi-state license application fee for a professional nurse or practice nurse at \$300, set the statutory limit for the biennial renewal fee for a multi-state license for professional nurses and practical nurses at \$200, and set the statutory limits for reinstatement fees for multi-state licenses and multi-state licenses with temporary permits at \$300.

K-TRACS

K-TRACS is the prescription drug monitoring program for the State of Kansas. Established by KSA 65-1683, it is used by prescribers and pharmacists to promote patient safety through prevention of prescription drug misuse, abuse, and diversion. Pharmacies are required to report the controlled substances and other drugs of concern they dispense to K-TRACS on a daily basis.

K-TRACS is administered by the Board of Pharmacy, but the Board of Nursing has provided funding through a transfer from the Board of Nursing Fee Fund. Recent budgetary adjustments include:

- The 2017 Legislature approved transfers of \$36,000 in FY 2018 and \$37,000 for FY 2019 from the Board of Nursing Fee Fund to the Board of Pharmacy as part of a multi-agency agreement to share costs associated with K-TRACS.
- The 2019 Legislature approved transfers of \$103,500 for FY 2020 and FY 2021 from the Board of Nursing Fee Fund to the Board of Pharmacy as part of a multi-agency plan to provide new funding for K-TRACS.
- The 2020 Legislature deleted the approved transfer of \$103,500 from the Board of Nursing Fee Fund to the Board of Pharmacy for K-TRACS in FY 2021.

The 2021 Legislature passed HB 2079, which established the Kansas Fights Addiction Act (KFA) and addresses the use of funds received from opioid litigation. The bill created the Prescription Monitoring Program (PMP) Fund for the purpose of operating the Prescription Monitoring Program (also known as K-TRACS). The bill requires that, as long as sufficient funds are available, \$200,000 will be transferred from the KFA Fund to the PMP Fund. At this time, there are no further planned transfers from the Board of Nursing Fee Fund to aid in the operation of K-TRACS.



Kansas Bureau of Investigation

Tony Mattivi
Director

Kris W. Kobach
Attorney General

January 19, 2024

Dear Customer,

This letter is to inform you of an impending increase in fees for criminal history record checks conducted by the Kansas Bureau of Investigation (KBI). This action is a necessary response to the increasing costs of providing record check services. The fees have not been increased in 15 years, and moving forward a cost adjustment is needed.

Effective July 1, 2024, the fees for State and Federal criminal history record check services will be as follows:

- Name-based record checks: \$30
- Fingerprint-based record checks (for searches within Kansas): \$45
- Fingerprint-based record checks (of both state and federal systems): \$57
- Any record check can still be certified for the same additional price of \$10

RapBack services for the state of Kansas will remain free for the first year with a \$3 charge each subsequent year, per individual. However, with the launch of our new Automated Biometric Identification System (ABIS), Kansas will soon be able to participate in the Federal Rapback program. Once we are able to participate in Federal Rapback, both Kansas and Federal Rapback services will be free of charge.

We greatly appreciate your business and strive to provide efficient services to you. If you have any questions, please contact Nicole Mattox, Interim Administrator of the Information Services Division at nicole.mattox@kbi.ks.gov or (785) 296-8256.

Sincerely,

A handwritten signature of Tony Mattivi in cursive script.

Tony Mattivi
KBI Director

Enclosure

RECEIVED
JAN 29 2024
KSBN

Finance 31

74-1112. Board of nursing; fingerprinting and criminal history. (a) The board of nursing may require an original applicant for licensure as a professional nurse, practical nurse or mental health technician to be fingerprinted and submit to a state and national criminal history record check. The fingerprints shall be used to identify the applicant and to determine whether the applicant has a record of criminal history in this state or other jurisdictions. The board of nursing is authorized to submit the fingerprints to the Kansas bureau of investigation and the federal bureau of investigation for a state and national criminal history record check. The board of nursing may use the information obtained from fingerprinting and the applicant's criminal history for purposes of verifying the identification of any applicant and in the official determination of character and fitness of the applicant for any licensure to practice professional or practical nursing or mental health technology in this state.

(b) Local and state law enforcement officers and agencies shall assist the board of nursing in taking and processing of fingerprints of applicants to practice professional or practical nursing or mental health technology in this state and shall release all records of adult convictions and nonconvictions and adult convictions or adjudications of another state or country to the board of nursing.

(c) The board shall fix a fee for fingerprinting of applicants or licensees, or both, as may be required by the board in an amount necessary to reimburse the board for the cost of the fingerprinting. Fees collected under this subsection shall be deposited in the criminal background and fingerprinting fund.

(d) There is hereby created in the state treasury the criminal background and fingerprinting fund. All moneys credited to the fund shall be used to pay the Kansas bureau of investigation for the processing of fingerprints and criminal history background checks for the board of nursing. The fund shall be administered by the board of nursing. All expenditures from the fund shall be made in accordance with appropriation acts upon warrants of the director of accounts and reports issued pursuant to vouchers approved by the president of the board or a person designated by the president.

History: L. 2008, ch. 154, § 5; July 1.



Agency Financial Details

GLOBAL FILTERS	GLOBAL FILTERS	GLOBAL FILTERS
Business Unit 48200	Department 4820000000	Fund 2745
GLOBAL FILTERS	GLOBAL FILTERS	GLOBAL FILTERS
Budget Unit No Filter Appl..	Program No Filter Appl..	Agency Use No Filter Appl..

Year to Date Cash Balance Amount

\$131,540.34

Year to Date Revenue

\$134,371.00

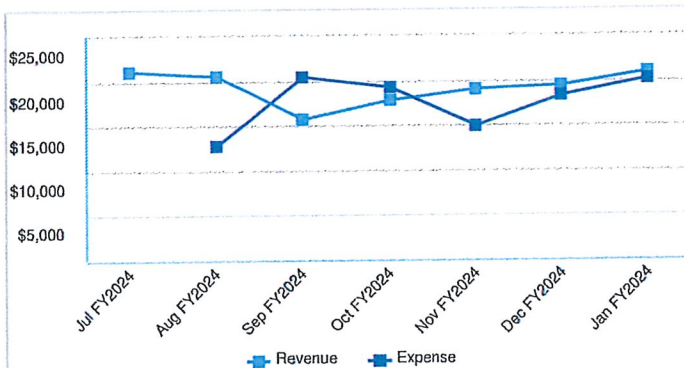
Current Month Revenue: \$20,913.00

Year to Date Expense

\$105,656.00

Current Month Expense: \$20,116.00

REVENUE AND EXPENDITURES TREND



YEAR TO DATE EXPENDITURES BY ACCOUNT GROUP



ACCOUNT GROUP	AMOUNT
CASH BALANCE	
OPERATING EXPENDITURES	
CASH BALANCE	
CASH AT BEGINNING OF THE YEAR	\$139,767.34
CASH BALANCE Subtotal	\$139,767.34
REVENUE	
LICENSES, SALES, SERVICE	\$134,371.00
REVENUE Subtotal	\$134,371.00
EXPENDITURES	
CONTRACTUAL SERVICES	-\$105,656.00
EXPENDITURES Subtotal	-\$105,656.00
OTHER	
ACCOUNTS PAYABLE	\$0.00
LESS PRIOR FY EXPENDITURES	-\$36,942.00
OTHER Subtotal	-\$36,942.00
OPERATING EXPENDITURES Subtotal	\$131,540.34
CASH BALANCE Subtotal	\$131,540.34

Total Finance 33 \$131,540.34

Regulations for Review by Finance Committee

**** Need to be finished by March 2025 meeting****

- 60-4-101 Payment of fees – *first review 9/2023*
- 60-11-119 Payment of fees
- 60-8-101 Schedule of fees
- 60-13-101 Payment of fees

An official State of Kansas government website. [Here's how you know.](#)

Agency 60

State Board of Nursing

Article 11.—Advanced Practice Registered Nurses (APRN)

[Printable Format](#)

60-11-119. Payment of fees. Payment of fees for advanced practice registered nurses shall be as follows:

(a) Initial application for license	\$50.00
(b) Biennial renewal of license	55.00
(c) Application for reinstatement of license without temporary permit	75.00
(d) Application for license with temporary permit	100.00
(e) Application for exempt license	50.00
(f) Renewal of exempt license	50.00
(g) Inactive license	20.00
(h) Renewal of inactive license	20.00

(Authorized by K.S.A. 65-1129 and K.S.A. 65-1131; implementing K.S.A. 2019 Supp. 65-1118 and 65-1131; effective Sept. 2, 1991; amended May 17, 1993; amended Feb. 6, 1995; amended April 3, 1998; amended July 1, 2001; amended April 20, 2007; amended May 18, 2012; amended July 1, 2014; amended Aug. 21, 2020.)

[Printable Format](#)

KSBN Regulation Review Form

Part 1 (completed by agency staff):

Regulation Number: 119

Article Title: 11 - Advanced Practice Registered Nurses (APRN)

Rule and Reg Title: Payment of fees

Type (New/Amended): Amended

Effective Date (history): August 21, 2020

Authorizing K.S.A. 65-1129 and 65-1131

Implementing K.S.A. 65-1118 and 65-1131

Part 2 (completed by committee members):

Necessity:

1. Is the rule and regulation necessary for the implementation and administration of state law? Y ☐ or N ☐
2. Does the rule and regulation service an identifiable public purpose in support of state law? Y ☐ or N ☐

Potential for Revocation:

1. Briefly describe how revocation would affect Kansans (max. 800 characters)

2. Is the rule and regulation being revoked? Y ☐ or N ☐
3. If the rule and regulation is not in active use, would revocation require a change to the authorizing or implementing statute? Y ☐ or N ☐

4. If the rule and regulation is not in active use and revocation would require a change in the authorizing or implementing statute, which changes? (max. 400 characters)

DRAFT

Additional information:

Additional information necessary to understanding the necessity of the rule and regulation (max. 1,200 characters)

Committee:

Chair:

Date:

An official State of Kansas government website. [Here's how you know.](#)

Agency 60
State Board of Nursing
Article 8.—Fees

[Printable Format](#)

60-8-101. Payment of fees. The following fees shall be charged by the board of nursing:

(a) Mental health technician programs.

(1) Annual renewal of program approval	\$100.00
(2) Survey of a new program	200.00
(3) Application for approval of continuing education providers	200.00
(4) Annual renewal for continuing education providers	50.00

(b) Mental health technicians.

(1) Application for licensure	50.00
(2) Examination	40.00
(3) Biennial renewal of license	55.00
(4) Application for reinstatement of license without temporary permit	70.00
(5) Application for reinstatement of license with temporary permit	75.00
(6) Certified copy of Kansas license	12.00
(7) Inactive license	10.00
(8) Verification of licensure	10.00
(9) Duplicate license	12.00
(10) Application for exempt license	50.00
(11) Renewal of exempt license	50.00

This regulation shall be effective on and after July 1, 2014. (Authorized by K.S.A. 65-4203; implementing K.S.A. 65-4208; effective May 1, 1980; amended May 1, 1983; amended, T-85-49, Dec. 19, 1984; amended May 1, 1985; amended June 3, 1991; amended May 17, 1993; amended May 9, 1994; amended Feb. 6, 1995; amended April 3, 1998; amended July 1, 2001; amended April 20, 2007; amended Oct. 18, 2013; amended July 1, 2014.)

[Printable Format](#)

KSBN Regulation Review Form

Part 1 (completed by agency staff):

Regulation Number: 101

Article Title: 8 - Fees

Rule and Reg Title: Payment of fees

Type (New/Amended): Amended

Effective Date (history): July 1, 2014

Authorizing K.S.A. 65-1129 and 65-1164

Implementing K.S.A. 65-1118, 65-1154 and 65-1155

Part 2 (completed by committee members):

Necessity:

1. Is the rule and regulation necessary for the implementation and administration of state law? Y ☐ or N ☐
2. Does the rule and regulation service an identifiable public purpose in support of state law? Y ☐ or N ☐

Potential for Revocation:

1. Briefly describe how revocation would affect Kansans (max. 800 characters)

2. Is the rule and regulation being revoked? Y ☐ or N ☐
3. If the rule and regulation is not in active use, would revocation require a change to the authorizing or implementing statute? Y ☐ or N ☐

4. If the rule and regulation is not in active use and revocation would require a change in the authorizing or implementing statute, which changes? (max. 400 characters)

Additional information:

Additional information necessary to understanding the necessity of the rule and regulation (max. 1,200 characters)

Committee:

Chair:

Date:

An official State of Kansas government website. [Here's how you know.](#)

Agency 60

State Board of Nursing

Article 13.—Fees; Registered Nurse Anesthetist

[Printable Format](#)

60-13-101. Payment of fees. Payment of fees for registered nurse anesthetists shall be as follows:

- (a) Initial application for authorization as a registered nurse anesthetist \$75.00
- (b) Biennial renewal of authorization as a registered nurse anesthetist 55.00
- (c) Application for reinstatement of authorization as a registered nurse anesthetist without temporary permit 60.00
- (d) Application for reinstatement of authorization with temporary permit as a registered nurse anesthetist 70.00
- (e) Initial application with temporary authorization to practice as a registered nurse anesthetist 110.00
- (f) Certified copy of authorization to practice as a registered nurse anesthetist 20.00

This regulation shall be effective on and after July 1, 2014. (Authorized by K.S.A. 65-1129 and 65-1164; implementing K.S.A. 2013 Supp. 65-1118, 65-1154, 65-1155; effective, T-87-38, Nov. 19, 1986; effective May 1, 1987; amended May 17, 1993; amended Feb. 6, 1995; amended July 1, 2001; amended July 1, 2014.)

[Printable Format](#)

KSBN Regulation Review Form

Part 1 (completed by agency staff):

Regulation Number: 101

Article Title: 13 - Fees; Registered Nurse Anesthetist

Rule and Reg Title: Approval procedure

Type (New/Amended): Amended

Effective Date (history): May 1, 1988

Authorizing K.S.A.

Implementing K.S.A. 65-1152

Part 2 (completed by committee members):

Necessity:

1. Is the rule and regulation necessary for the implementation and administration of state law? Y ☐ or N ☐
2. Does the rule and regulation service an identifiable public purpose in support of state law? Y ☐ or N ☐

Potential for Revocation:

1. Briefly describe how revocation would affect Kansans (max. 800 characters)

2. Is the rule and regulation being revoked? Y ☐ or N ☐
3. If the rule and regulation is not in active use, would revocation require a change to the authorizing or implementing statute? Y ☐ or N ☐

4. If the rule and regulation is not in active use and revocation would require a change in the authorizing or implementing statute, which changes? (max. 400 characters)

DRAFT

Additional information:

Additional information necessary to understanding the necessity of the rule and regulation (max. 1,200 characters)

Committee:

Chair:

Date:

An official State of Missouri government website. [Here's how you know.](#)

Agency 60

State Board of Nursing

Article 4.—Fees

[Printable Format](#)

60-4-103. Fees and travel expenses for school approval and approval of continuing education providers.

(a) The fees for school approval and approval of continuing nursing education providers shall be the following:

- (1) Application for approval — schools of nursing \$1,000.00
- (2) Annual report of approval — schools of nursing 200.00
- (3) Application for approval of continuing nursing education providers 200.00
- (4) Annual report for continuing nursing education providers 50.00
- (5) Approval of single continuing nursing education offerings 100.00
- (6) Consultation by request, per day on site 300.00

(b) All fees prescribed in subsection (a) shall be due at the time of application.

(c) The person, firm, corporation, or institution requesting the board's consultation services shall pay each consultant's travel expenses.
(Authorized by K.S.A. 65-1129; implementing K.S.A. 65-1118a; effective, E-82-18, Sept. 30, 1981; effective May 1, 1982; amended Sept. 14, 1992; amended May 17, 1993; amended May 9, 1994; amended June 14, 2002; amended April 17, 2015.)

[Printable Format](#)

KSBN Regulation Review Form

Part 1 (completed by agency staff):

Regulation Number: 103

Article Title: 4 - Fees

Rule and Reg Title: Fees and travel expenses for school approval and approval of continuing education providers

Type (New/Amended): Amended

Effective Date (history): April 17, 2015

Authorizing K.S.A. 65-1129

Implementing K.S.A. 65-1118a

Part 2 (completed by committee members):

Necessity:

1. Is the rule and regulation necessary for the implementation and administration of state law? Y ☐ or N ☐
2. Does the rule and regulation service an identifiable public purpose in support of state law? Y ☐ or N ☐

Potential for Revocation:

1. Briefly describe how revocation would affect Kansans (max. 800 characters)

2. Is the rule and regulation being revoked? Y ☐ or N ☐
3. If the rule and regulation is not in active use, would revocation require a change to the authorizing or implementing statute? Y ☐ or N ☐

4. If the rule and regulation is not in active use and revocation would require a change in the authorizing or implementing statute, which changes? (max. 400 characters)

Additional information:

Additional information necessary to understanding the necessity of the rule and regulation (max. 1,200 characters)

Committee:

Chair:

Date:

65-1118. Fees. (a) The board shall collect in advance fees provided for in this act as fixed by the board, but not exceeding:

Application for single-state license—professional nurse	\$150
Application for single-state license—practical nurse	100
Application for single-state biennial renewal of license—professional nurse and practical nurse	120
Application for single-state reinstatement of license	150
Application for single-state reinstatement of licenses with temporary permit	175
Application for multi-state license—professional nurse	300
Application for multi-state license—practical nurse	300
Application for multi-state biennial renewal of license—professional nurse and practical nurse	200
Application for multi-state reinstatement of license	300
Application for multi-state reinstatement of licenses with temporary permit	300
Application for reinstatement of revoked license	1,000
Certified copy of license	25
Duplicate of license	25
Inactive license	20
Application for license—advanced practice registered nurse	50
Application for license with temporary permit—advanced practice registered nurse	100
Application for renewal of license—advanced practice registered nurse	60
Application for reinstatement of license—advanced practice registered nurse	75
Application for authorization—registered nurse anesthetist	75
Application for authorization with temporary authorization—registered nurse anesthetist	110
Application for biennial renewal of authorization—registered nurse anesthetist	60
Application for reinstatement of authorization—registered nurse anesthetist	75
Application for reinstatement of authorization with temporary authorization—registered nurse anesthetist	100
Verification of license to another state	30
Application for exempt license—professional and practical nurse	50
Application for biennial renewal of exempt license—professional and practical nurse	50
Application for exempt license—advanced practice registered nurse	50
Application for biennial renewal of exempt license—advanced practice registered nurse	50

(b) The board may require that fees paid for any examination under the Kansas nurse practice act be paid directly to the examination service by the person taking the examination.

(c) The board shall accept for payment of fees under this section personal checks, certified checks, cashier's checks, money orders or credit cards. The board may designate other methods of payment, but shall not refuse payment in the form of a personal check. The board may impose additional fees and recover any costs incurred by reason of payments made by personal checks with insufficient funds and payments made by credit cards.

History: L. 1949, ch. 331, § 7; L. 1963, ch. 314, § 4; L. 1973, ch. 249, § 1; L. 1975, ch. 316, § 6; L. 1978, ch. 347, § 11; L. 1980, ch. 188, § 1; L. 1986, ch. 233, § 3; L. 1988, ch. 242, § 2; L. 1992, ch. 135, § 1; L. 1993, ch. 194, § 12; L. 1997, ch. 158, § 3; L. 1999, ch. 84, § 5; L. 2011, ch. 114, § 41; L. 2017, ch. 31, § 1; L. 2018, ch. 42, § 4; July 1, 2019.

ARTICLE VII. - COMMITTEES

Section 1. The committees serve as an advisory body to the Board.

- a. Standing committees shall be Practice, Continuing Nursing Education/IV Therapy, Advanced Practice, Finance, Investigative, Education, and Certified Nurse-Midwife Council.
- b. Committees may submit recommendations to the Board. A Board member will need to make the recommendation in a motion which would then be subject to approval by the entire Board.
- c. Committee meetings shall conform to the law regarding open meetings. The dates, times, and places of all committee meetings shall be listed with their agenda.
- d. Members of the Board on standing committees shall be appointed by the President in consultation with the Vice President following the annual meeting.
- e. Non-Board members shall be appointed to standing committees by the President in consultation with the Vice President and shall serve for two year terms. Each non-Board committee member shall have qualifications related to the committee of appointment.
- f. Appropriate Board staff shall serve as non-voting members of all committees. Board staff or designees shall provide support services to each committee, and prepare and distribute minutes and agendas of each meeting to committee members.
- g. Agendas will be prepared in accordance with Agenda Policy (see attachment A).

Section 5. Finance Committee

- a. Membership: A minimum of three Board Members.
- b. Purpose: To review and project budgetary needs to support agency; To maintain a structured system for monitoring impaired licensees; To review and recommend revisions to the impaired assistance program yearly contract.
- c. Fee Fund Balance Guidelines Purpose: The Board has established these guidelines to ensure that the agency maintain a sufficient balance in the fee fund to ensure continuous operation of the agency if there was a decrease in revenue or an emergency in which all equipment, furniture, supplies, office space, etc were destroyed by a natural or manmade disaster. The State of Kansas is self insured, and the agency is a fee funded agency which receives no state general funds.
- d. Fee Fund Balance Guidelines Policy: The agency is required to submit a biennial budget. During the budget process, the fee fund is reviewed. The fee fund balance should be reviewed by the Board after budget has been submitted to the Governor and receiving the Governors' Recommendations. The following criteria will be applied to determine the balance to be maintained in the fee fund:
 - (1) The replacement cost of all physical assets
 - (2) The cost for temporary relocation of office for up to six months of expenses
 - (3) Six months of operating expenseimpaired assistance program yearly contract.