

# MEMORANDUM

<b>DATE</b>	February 7, 2022
<b>TO</b>	Physician Assistant Board
<b>FROM</b>	Rozana Khan, Executive Officer
<b>SUBJECT</b>	<b>Agenda Item 6. Executive Officer's Report</b>

A. **Office Operations**

Board staff is on a rotational telework schedule while ensuring that all operational needs are met. Staff are in the office at least three days per week while maintaining the appropriate social distancing guidelines.

**CURES Update**

The California Department of Justice (DOJ) has awarded the contract for prescription data collection services for the Controlled Substances Utilization Review and Evaluation System (CURES) to a new vendor, Bamboo Health. This change becomes effective February 9, 2022. The Board has released information via its subscriber alert system advising licensees of the change. In addition, information is displayed on the Board's [website](#), include the Department of Justice [Notice](#) released January 18, 2022.

B. **Electronic Newsletter**

Board staff is currently working on developing an electronic newsletter to provide updates on regulatory matters and topics of interest. The electronic newsletter will be issued quarterly. Staff is anticipating that the first issue of the electronic newsletter will be disseminated sometime in April 2022. Special thanks to Jasmine Dhillon for leading this effort.

C. **Information Technology**

Board staff continues to work with DCA's Office of Public Affairs to develop an instructional video to assist applicants with licensure. This video will provide instructions on how to submit an initial application in an effort to reduce any confusion with the application process. Once the instructional video is produced and finalized, it will be posted to the Board's website and shared on the Board's social media accounts.

The review and redesign of the Board's website to upgrade to the latest template continues to move forward. The new design and layout of the website will streamline the information presented and make it more user friendly.

The Board continues to utilize its subscriber alert system, social media accounts and website to maximize outreach and serve as the primary communication tools for licensees and members of the public.

*MISSION: To protect and serve consumers through licensing, education, and objective enforcement of the Physician Assistant laws and regulations.*