



MEMORANDUM

DATE	May 1, 2023
TO	Physician Assistant Board (Board)
FROM	Rozana Khan, Executive Officer
SUBJECT	Agenda Item 7. Executive Officer's Report

A. **Office Operations**

The Board is managing ongoing telework for staff while continuing to balance office operations.

B. **Personnel**

On April 17, 2023, Jennifer Jimenez was hired to fill the Board's vacant Licensing Analyst position. Ms. Jimenez previously worked with the Board of Barbering and Cosmetology as a Program Technician II in the Licensing Unit. Please join me in welcoming Ms. Jimenez to the PAB team.

On March 27, 2023, interviews were conducted to fill the vacant Office Technician position which will provide technical and clerical support to the Enforcement and Licensing Programs. Board staff anticipates filling the position soon.

C. **CURES Update**

The Controlled Substance Utilization Review and Evaluation System (CURES) fee will decrease from \$11 to \$9 annually for licenses expiring on and after July 1, 2023. The fee is assessed at the time of license renewal on licensees that prescribe, order, administer, or furnish Schedule II, Schedule III, Schedule IV, or Schedule V controlled substances.

Most licensees will see an \$18 CURES fee due to the biennial renewal cycle. The fee covers the reasonable regulatory costs of the Department of Justice for operating and maintaining CURES, a critical element in the state's effort to address the growing danger of opioid addiction stemming from prescription drug abuse.

D. **Outreach**

On February 25, 2023, Board staff attended the California Academy of PAs (CAPA) conference in Napa. Additionally, staff is looking forward to attending the annual CAPA conference during Physician Assistant Week—October 5-8, 2023, in Anaheim. We are grateful for the opportunity provided to us by CAPA to attend these exceptional events.

Lead Licensing Analyst Julie Caldwell conducted two licensing presentations. The first presentation took place on January 30, 2023, with physician assistant students at the Keck School of Medicine of the University of Southern California. The second presentation was on February 23, 2023, for the physician assistant students at the University of the Pacific. Both presentations covered initial licensing requirements, license renewals, online resources, continuing education, etc.

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Staff will be attending the Administrators in Medicine and Federation of State Medical Boards (FSMB) 111th Annual Meeting on May 3-5, 2023, in Minneapolis, MN. The FSMB is a national, non-profit organization that represents the 70-state medical and osteopathic boards of the United States and its territories. Their mission is to serve as the voice for state medical boards, supporting them through education, assessment, research, and advocacy while providing services and initiatives that promote patient safety, quality healthcare and regulatory best practices. The FSMB is a recognized authority throughout the United States and internationally on issues related to medical licensure and discipline.

E. **Information Technology**

On March 8, 2023, PAB published its first licensing video to assist applicants with a step-by-step tutorial through the initial application process: <https://youtu.be/K5EZtRpomLQ>. The video is available on YouTube, posted to the Board's website and shared on the Board's social media accounts. A special thank you to the staff at Department of Consumer Affairs' Office of Public Affairs for their assistance and Trisha St.Clair for the voiceover.

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

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