

Dollars in Thousands

	Current		Governor Recomm.		Biennium 2006-07
	FY2004	FY2005	FY2006	FY2007	
<u>Direct Appropriations by Fund</u>					
State Government Spec Revenue					
Current Appropriation	198	198	198	198	396
Recommended	198	198	597	607	1,204
Change		0	399	409	808
% Biennial Change from 2004-05					204%
 <u>Expenditures by Fund</u>					
Direct Appropriations					
State Government Spec Revenue	157	239	597	607	1,204
Open Appropriations					
State Government Spec Revenue	0	5	11	11	22
Statutory Appropriations					
Special Revenue	0	0	87	87	174
Total	157	244	695	705	1,400
 <u>Expenditures by Category</u>					
Total Compensation	136	146	473	481	954
Other Operating Expenses	21	98	222	224	446
Total	157	244	695	705	1,400
 <u>Expenditures by Program</u>					
Nursing Home Admin, Board Of	157	244	695	705	1,400
Total	157	244	695	705	1,400
 Full-Time Equivalent (FTE)	 2.0	 2.0	 7.7	 7.3	

NURSING HOME ADMIN BOARD

Change Summary

<i>Dollars in Thousands</i>				
	FY2005	Governor's Recomm.		Biennium
		FY2006	FY2007	2006-07
<i>Fund: STATE GOVERNMENT SPEC REVENUE</i>				
FY 2005 Appropriations	198	198	198	396
Technical Adjustments				
Transfers Between Agencies		399	409	808
Subtotal - Forecast Base	198	597	607	1,204
Total Governor's Recommendations	198	597	607	1,204
<i>Fund: STATE GOVERNMENT SPEC REVENUE</i>				
Planned Open Spending	5	11	11	22
Total Governor's Recommendations	5	11	11	22
<i>Fund: SPECIAL REVENUE</i>				
Planned Statutory Spending	0	87	87	174
Total Governor's Recommendations	0	87	87	174

Agency Purpose

MS. 144A.19 – 144A.28, and Minnesota Rules 6400 provide the Minnesota *Board of Examiners for Nursing Home Administrators* (BENHA) responsibility to act as the official licensure agency for nursing home administrators. It was originally created by federal mandate and currently exists to protect the public's interest through the regulation of nursing home administrators in the state of Minnesota. Regulation is accomplished through licensure examination and renewal as well as by the investigation of complaints.

The mission of the board is to promote the public's interest in quality care and effective services for residents of nursing facilities by ensuring that licensed administrators are qualified to perform their administrative duties.

The Board of Examiners for Nursing Home Administrators has an additional budgetary responsibility serving as the fiscal agent for the *Administrative Services Unit* (ASU). The mission of the ASU:

- ◆ to provide centralized administrative services to 15 health-related licensing boards and the Emergency Medical Services Regulatory Board (EMSRB) in the areas of budgeting, fiscal analysis, human resources, transaction processing, purchasing and printing services, operations analysis, contracts, information technology and research and policy analysis;
- ◆ to provide high quality services by having individually trained staff focused on global administrative tasks focusing on cooperative ventures; and
- ◆ to assist in the establishment of a consortium of boards to cooperate on matters of common interest.

Core Functions

The board accomplishes its mission by:

- ◆ setting and administering educational and examination standards for initial and continuing licensure;
- ◆ responding to inquiries, complaints, and reports from the public and other health care regulators regarding licensure and conduct of applicants, permit holders, licensees and unlicensed practitioners;
- ◆ pursuing educational or disciplinary action with licensees as deemed necessary based upon results of investigations conducted; and
- ◆ providing information and education about licensure requirements and procedures and standards of practice to the public and other interested audiences.

Operations

- ⇒ The board provides information relating to the practice of administration in long-term care facilities by informing the public of appropriate services and expected professional standards of nursing home administrators.
- ⇒ The board reviews the domain of knowledge and skills required for contemporary administration and sets educational and examination standards reviewing 50 applicants and administering 35 state examinations per year.
- ⇒ The Standards of Practice Committee annually reviews 150 public and agency complaints regarding administrators. Public education is provided to consumers of long-term health care.
- ⇒ Six approved Long-Term Care Administration academic programs and students seeking career information are provided assistance from the board.
- ⇒ The board assists 412 licensed, skill nursing facilities in achieving federal compliance of employing a licensed nursing home administrator.

At A Glance

Biennial Budget – FY 2004-05:

Total Estimated Expenses: \$427,000

Total Estimated Revenue: \$397,000

Staff: 2.0 Full-time equivalent employees

**Minnesota Licensed Nursing Home
Administrator Statistics**
(As of June 30, 2004)

Total Licensed: 854

Budget

The total direct and indirect expenses for FY 2004-05 biennium are \$427,000. The board staff includes 2.0 full-time equivalent employees.

Of the total budget for the biennium, an estimated \$397,000 will be collected as non-dedicated revenue, which is deposited into the state government special revenue fund. An estimated \$146,000 will be collected as dedicated revenue and deposited into the special revenue fund. The board collects fees charged to applicants, prospective applicants, licensees, and sponsors of continuing education programs approved by the board. The board is responsible to collect enough revenue to recover all direct and indirect costs.

The board is responsible for the costs of services received from the Attorney General's Office, Health Professional Services Program, and the ASU. A direct appropriation is given to each of these programs from the state special government revenue fund. The board must ensure that sufficient revenue is collected through its fees to fund their portion of these programs costs.

The ASU was appropriated \$359,000 in FY 2004 and \$359,000 in FY 2005 from the state government special revenue fund. There are 5.6 ASU full-time equivalent employees. The 15 health-related licensing boards and EMSRB share the cost of this activity. ASU is funded by receipts from all boards through a formula designed to approximate the share of ASU services used by each board. The boards collect revenue through fees charged to licensees, applicants, and other users and deposits them into the state government special revenue fund to cover the expenses of ASU. EMSRB pays for their services through an interagency agreement.

Contact

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The web site at: <http://www.benha.state.mn.us> gives visitors easy access to useful information about nursing home administrators. Types of information available through the web site include; regulatory news and updates, rules and Minnesota statues, public notices and forms.

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NURSING HOME ADMIN BOARD

Agency Revenue Summary

Dollars in Thousands

	Actual FY2004	Budgeted FY2005	Governor's Recomm.		Biennium 2006-07
			FY2006	FY2007	
<u>Non Dedicated Revenue:</u>					
Departmental Earnings:					
State Government Spec Revenue	199	198	198	198	396
Total Non-Dedicated Receipts	199	198	198	198	396
<u>Dedicated Receipts:</u>					
Other Revenues:					
Special Revenue	0	0	87	87	174
Total Dedicated Receipts	0	0	87	87	174
Agency Total Revenue	199	198	285	285	570