

Texas Peer Assistance Program for Nurses

FY 2009 3rd QUARTER REPORT TO THE TEXAS BOARD OF NURSING

June 15, 2009

This report answers the following six questions for the time period of: March 1, 2009 through May 31, 2009, including data and outcome trends.

- ◆ Is the program working?
- ◆ What outcome trends are evident?
- ◆ Is the program compliant?
- ◆ Is the program fiscally responsible?
- ◆ Is the program well managed? And
- ◆ What requests TPAPN has of the Texas Board of Nursing (BON)?

IS THE PROGRAM WORKING?

Significant outcomes for the program's case management and outreach activities are reported in this section. All data outcomes except financial are reported based on the Texas Board of Nursing's (BON) fiscal/operating year. Outcome totals for signed participation agreements and signed return-to-work agreements for the current quarter are incomplete due to the fact that those processes, including data entry, may take longer than the time period reported. As part of TPAPN's protocol, outcome numbers from previous quarters are updated over the course of the FY.

All numbers reported in tables 1 and 2 below are derived from the cohort of *individual* RNs and LVNs referred to TPAPN during the most recently completed Third (3rd) quarter of 2009 FY. For purposes of this report no duplicate events occurring within either quarter are counted, e.g., multiple referrals and return-to-works for the same nurse. Numbers (outcomes) for the second (2nd) quarter FY '09 have been updated since TPAPN's last report to the BON dated March 15, 2009.

A. Case Management Performance:

Evidence that the program is working well is demonstrated by the following outcomes for the second quarter vs. first quarter – See *Table 1* for RNs and *Table 2* for LVNs below.

TABLE 1

RN Totals for 3rd Qtr, FY 2009 vs. 2nd Qtr, FY 2009								
	Referred		Signed Participation		Returned to Work		Completed	
Quarter	3 rd	2 nd	3 rd	2 nd	3 rd	2 nd	3 rd	2 nd
RNs	74	61	34	34	12	19	25	15
RN Board Orders	31	21	0	2	0	1	10	10
APNs	6	1	2	1	1	1	2	1
APN Board Orders	0	0	0	0	0	0	0	0
TOTAL	111	83	36	37	13	21	37	26

TABLE 2

LVN Totals 3rd Qtr, FY 2009 vs. 2nd Qtr, FY 2009								
	Referred		Signed Participation		Returned to Work		Completed	
Quarter	3 rd	2 nd	3 rd	2 nd	3 rd	2 nd	3 rd	2 nd
LVNs	28	27	8	8	2	5	8	4
LVN Board Orders	21	11	0	0	0	0	3	5
TOTAL	49	38	8	8	2	5	11	9

B. Case/Call Activity

Total Active Cases (RNs and LVNs):

- 642 – Represents TPAPN’s average, daily census for the quarter; includes RNs and LVNs referred to TPAPN who have signed or have yet to sign participation agreements and have not been dismissed from TPAPN.

Total Telephone Calls Received via TPAPN’s Dedicated Toll Free Line:

- 6,703 – Number does not include local/Austin metro calls and long distance calls received or outbound calls made by TPAPN staff.

C. Outreach Efforts:

Advocate Activities:

- 18 new advocate applications were received during the quarter.
- 160 attendees were reached through seven, Nursing CE offerings presented by TPAPN’s volunteer nurse advocates.

Staff Activities:

Presentations, Workshops & Exhibits

- 3/12/09 Presentation, “TPAPN Overview” Baylor University Medical Center CNO Council meeting, Dallas.
- 3/27/09 Presentation, “TPAPN Version 2.0: An Updated User’s Guide for Nurse Anesthetists,” Texas Association of Nurse Anesthetists annual spring conference – Austin.
- 4/3/09 Presentation, “Father Knows Best: Lessons Learned for Alternative Programs to Grow Up on and Swear by,” National Organization of Alternative Programs – Austin.
- 4/17/09 Exhibit, Austin & Central Region EAP Conference – Austin
- 4/24/09 Presentation, “Helping Nurses do the Right Thing,” Licensed Vocational Nurses Association of Texas, annual spring conference – Round Rock.
- 4/24/09 Exhibit, Licensed Vocational Nurses Association of Texas conference – Austin.
- 4/25/09 Exhibit, Texas Nurses Association annual House of Delegates meeting – Austin.
- 5/1/09 Workshop, TPAPN Advocate Training – Austin.
- 5/19/09 Workshop, OakBend Medical Center – Richmond.

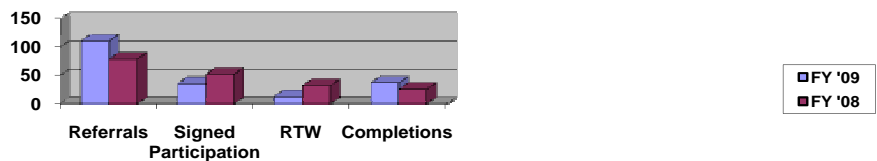
WHAT OUTCOME TRENDS ARE EVIDENT FOR RNs?

Table 3 and graphic 1 provide comparisons of outcomes for individual RNs 3rd Qtr '09: 3rd Qtr '08. Outcomes reported contain no duplicate events for individuals.

TABLE 3

RN Totals 3rd Quarter FY 2009 vs. 3 rd Quarter FY 2008								
	Referred		Signed Participation		RTW		Completed	
FY	'09	'08	'09	'08	'09	'08	'09	'08
RNs	74	66	34	43	12	25	25	20
RN Board Orders	31	12	0	8	0	6	10	6
APNs	6	1	2	1	1	1	2	0
APN Board Orders	0	0	0	0	0	0	0	0
TOTAL	111	79	36	52	13	32	37	26

Graph 1: RNs 3rd Quarter FY 2009 vs. 3rd Quarter FY 2008

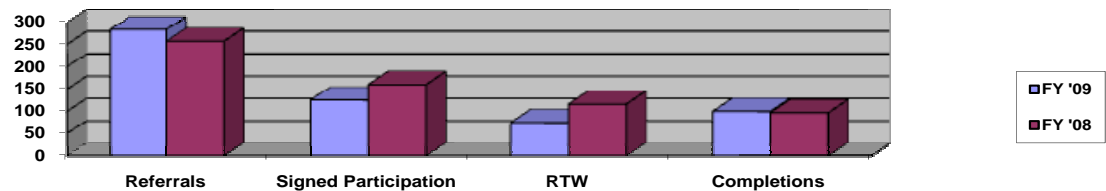


FY '09 YTD RN outcomes versus FY '08 YTD is provided in table 4 and graph 2 below.

TABLE 4

RN Totals YTD FY 2009 vs. FY 2008								
	Referred		Signed Participation		RTW		Completed	
FY	'09	'08	'09	'08	'09	'08	'09	'08
RNs	211	216	115	128	69	88	66	75
RN Board Orders	63	36	6	30	4	26	30	22
APNs	9	5	4	2	2	2	4	0
APN Board Orders	0	0	0	0	0	0	0	0
TOTAL	283	257	125	160	75	116	100	97

Graph 2: Year-to-Date Outcomes for RNs: FY 2009 vs. FY 2008



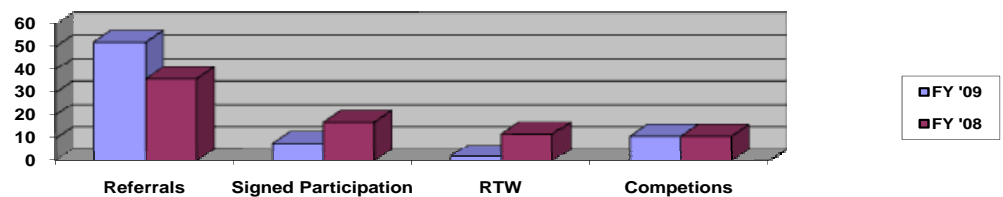
WHAT OUTCOME TRENDS ARE EVIDENT FOR LVNs?

Comparisons of LVN outcomes, 3rd Qtr FY '09 vs. 3rd Qtr FY '08 are provided in *table 5* and *graphic 3* below.

TABLE 5

LVN Totals 3 rd Quarter FY 2009 vs. 3 rd Quarter FY 2008								
	Referred		Signed Participation		Returned to Work		Completed	
FY	'09	'08	'09	'08	'09	'08	'09	'08
LVNs	28	28	8	11	2	7	8	5
LVN Board Orders	24	8	0	6	0	5	3	6
TOTAL	52	36	8	17	2	12	11	11

Graph 3: LVNs 2nd Quarter FY 2009 vs. 2nd Quarter FY 2008

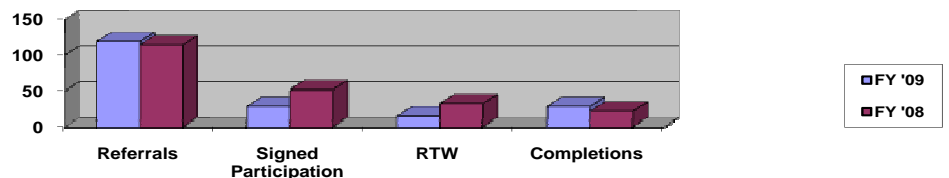


FY '09 YTD LVN outcomes versus FY '08 YTD LVN outcomes are provided in *table 6* and *graphic 4* below.

TABLE 6

LVN Totals YTD FY 2009 vs. YTD FY 2008								
	Referred		Signed Participation		Returned to Work		Completed	
FY	'09	'08	'09	'08	'09	'08	'09	'08
LVNs	77	87	24	29	12	15	16	12
LVN Board Orders	43	28	5	23	3	18	13	10
TOTAL	120	115	29	52	15	33	29	22

Graph 4: Year-to-Date Outcomes for LVNs: FY 2009 vs. FY 2008



EXTENDED EVALUATION PROGRAM

Extended Evaluation Program (EEP) outcomes for the 3rd quarter will be forwarded to the BON as an addendum to this report prior to the BON's Board of Directors' meeting.

IS THE PROGRAM COMPLIANT?

TPAPN demonstrates legal and programmatic compliance by:

- Deferring, with the BON's approval, the annual program compliance and legal audit usually performed in late spring or summer until fall due to conflicts in Penny Burt's, JD, RN schedule.

IS THE PROGRAM FISCALLY RESPONSIBLE?

TPAPN demonstrates fiscal responsibility by:

- Having a deficit as of the end of May, 2009 that was approximately \$19,000 less than budgeted, approximately \$78,819 actual versus approximately \$98,083 budget. TPAPN had spent approximately \$818,874 as of the end of May while realizing approximately \$740,055 in income. While the variance actual to budget of approximately \$19,000 is favorable, the program's fiscal health remains in some distress, in part due to decrease in program income realized (primarily participant income) and also a decrease in the programs' financial reserves (primarily due to funds having been used to cover deficit and the shrinking value of reserved accounts stemming from the recessionary economy).
- **Providing the draft balance and income statements for March, April, and May, 2009 are included in this report, 12 pages total.**
- Terminating one FTE (support staff) position in order to help the program restore its fiscal health including financial reserves sooner.
- Developing the FY 2010 budget (included in this report, 3 pages), approved by the Texas Nurses Foundation Board of Directors this past April that provides for decreases in several line items, e.g., professional development, travel and advocate workshops in order to provide a positive balance of \$24,900.

IS THE PROGRAM WELL-MANAGED?

TPAPN demonstrates that it is well-managed by:

- Continuing to work with the BON at weekly third party review meetings to determine if nurses referred are appropriate for: A) Participation in TPAPN; B) Concurrent participation while under BON investigation until the BON determines if further investigation/discipline is necessary or if the nurse may participate in TPAPN; C) BON investigation; or D) Possible participation in EEP.
- Continuing its work to migrate data from TPAPN's former case management system, "Athena," administered by Digital Support Systems, Inc. (DSSI) to TPAPN's new case management system, "CaseNotes," administered by FirstLab, Inc. A much, much greater amount of time has been spent in this process than ever anticipated due mostly to disputes between DSSI and FirstLab.
- Holding the regularly scheduled business meeting of the TPAPN Advisory Committee, on 3/6/09. **The minutes of the meeting are included in this report (7 pages).**
- TPAPN's draft strategic plan for FY 2010 (attached, 6 pages) is also included for the BON's review.
- Contributing to the National Council of State Boards of Nursing's (NCSBN) Chemical Dependency Regulatory Review Committee via committee teleconference on March 5 and committee business meeting April 5th and 6th in Chicago.

- Submitting a grant proposal via Scott & White research/nursing personnel to the National Institute on Drug Abuse to initiate a pilot study utilizing a simulated clinical environment to assess readiness for re-entry to practice for recovering nurse anesthetists in TPAPN and other anesthesia providers.
- Working with Phyllis Tipton, PhD, RN to write an article describing the program's survey of other alternative programs and their referral processes in 2007 as part of the program's information gathering in response to Sunset initiated legislation related to third-party referrals.
- Working with Terree Wozny, MSN, RN and former case manager to develop an article describing the program's experience with ethylglucuronide testing (EtG) since 2006 when Wozny first performed an informal review of EtG outcomes.
- Receiving a presentation on 4/21/09 from Michael Karl, treatment provider representative from Archstone Recovery Center out of Florida regarding their health professional program.
- Initiating plans to address concerns expressed vis-à-vis the BON regarding former participants' complaints of being treated (communicate with) harshly or rudely by case management staff. As crucial part of addressing this issue case managers, intake and the program director met with Jenesta Sturup, LMSW for both debriefing and formation of an action plan.

WHAT REQUESTS OF THE BON DOES TPAPN HAVE?

TPAPN has no requests of the BON.

Texas Peer Assistance Program for Nurses

OVERVIEW

TPAPN operates under the Texas Nurses Foundation as an alternative to discipline for licensed RNs and LVNs of Texas whose nursing practice may be impaired due to chemical dependency or certain mental illnesses. TPAPN began operations on March 1, 1987 as approved peer assistance under Chapter 467 of the Texas Health and Safety Code.

As an alternative program that satisfies mandatory reporting requirements of Texas nurses, TPAPN has been able to save more than 2,700 nurses and return them to safe practice. TPAPN provides 24 hours a day, 7 days a week, assistance services for nurses who otherwise may not have sought or been given assistance.

Nurses participating in TPAPN must obtain appropriate assessment, treatment, random drug screening and abide by practice restrictions and other terms of participation to ensure their continued good recovery. While participation in TPAPN is voluntary, per TPAPN's policies, a nurse who refuses to participate or who is dismissed from the program will be referred to the Texas Board of Nursing. Through advocacy, opportunity, monitoring and education, TPAPN protects the public and helps to reclaim the careers and lives of Texas' nurses.

MISSION:

- 1) Offer nurses life-renewing opportunities for recovery from chemical dependency and mental illness;
- 2) Integrate nurses back into the profession;
- 3) Protect the public; and
- 4) Promote professional accountability.

DRAFT TPAPN ADVISORY COMMITTEE MINUTES 03/06/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
<p>Members Present: Thelma Davis, LVNAT (Committee Chair) Linda Bland, TAVNE Patricia Brown, Federal Patrick Charlton, Advocate Comm. Rich Dudley, Employer Rep. Kathie Rickman, Recovering Nurse Henrietta Vann, LVNAT Robbin Wilson, BON</p> <p>Members Present via Phone: Kim Enger, TNSA Julie DeNofa, Treatment Sharon Wilkerson, TOBGNE</p> <p>Staff Present: Michael Van Doren (MVD), PD Leah Lambracht, POC Leanne Malone, Clinical Spvsr.</p> <p>Absent: Cyndi Golden, TANA Jane Harmon, Mental Health Clair B. Jordan, Exec. Dir. TNA/TNF Corrine Pollard, LTC Anna Pearl Rains, TNF Susan Sportsman, TNA/TNF VACANT, TONE VACANT, TOADN</p> <p>I. Call to Order: 9:17 am A. Quorum</p>	<p>A. Quorum met</p>	

DRAFT TPAPN ADVISORY COMMITTEE MINUTES 03/06/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
B. Review of Agenda	B. Agenda reviewed and accepted	
C. Review/Approval of 12/19/08 minutes	C. Minutes reviewed and accepted	
II. Old Business	II. Old Bus.	
A. TOADN & TONE vacancies	A. Awaiting designations by respective organizations. MVD has letters to go to them requesting rep's.	
B. Review of Internal P & P and Administrative P & P	<p>B. Changes still need to be made and will be sent out for member approval. Currently nothing is said about number of terms one can hold office. KR recommended the terms be limited to 3 or 5 years and as long as someone is willing to serve and meet the committee's needs, they can hold office.</p> <p>RW suggested that the terms for officers be three year terms corresponding to the membership terms.</p> <p>RW suggested to just having chair and chair-elect. The duties of the chair elect include: To function in the absence of the chair, serve as the</p>	<p>B. Motion 1: Committee members terms are 3 years, after which, extension will be by mutual agreement between the committee and the member as long as the member continues to meet the committee's needs and requirements. Moved by: PC, Seconded by: PB.</p> <p>Motion 2: Officer terms shall be 3 years corresponding to member terms. Members may be re-elected to their office once for a total of 6 years. Moved by KR, Seconded by: PC</p> <p>Motion 3: The vice-chair shall now be titled "Chair-elect": The duties of the chair-elect include: To function in the absence of the chair, serve as the primary reviewer of the minutes; and may assume the role of the chair at</p>

DRAFT TPAPN ADVISORY COMMITTEE MINUTES 03/06/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
<p>III. New Business</p> <p>A. Program Update</p> <p>B. Financials</p> <p>C. Update on 3rd party drug testing admin/ webcentric case mgmt. system</p>	<p>primary reviewer of the minutes and assume the role of the chair at the next term cycle.</p> <p>RW also suggested eliminating the secretary position.</p> <p>III. New Bus.</p> <p>A. MVD reviewed the 1st Quarter Report.</p> <p>B. MVD reviewed draft Jan. financials. Change in income from drug testing is due to the use of the pre-paid COC forms, this should be the last of them so the income should return to normal levels. Unexpected cost of changing webcentric programs and the added cost of paying for Athena for several months. Due to the change in logo, TPAPN also incurred an unexpected, high-end cost for stationery. The fall advocate workshop cost was higher than expected so the spring workshop has been scaled down to a one day workshop. KR expressed concern about the expenses TPAPN was forced to incur.</p> <p>C. MVD gave update on the changes and mentioned the large amount of staff time this huge process has taken. We are still in transition process of getting everything set up and getting all the items needed from Athena.</p>	<p>the next term cycle. Moved by: RD Seconded by: LB</p> <p>Motion 4: To eliminate the position of Secretary. Moved by: PC, Seconded by: RD</p>

DRAFT TPAPN ADVISORY COMMITTEE MINUTES 03/06/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
D. Outreach & Research activities	<p>D. MVD mentioned the last employer workshop for Baptist Health Systems, San Antonio, he had 70 attendees. Next week he will have a ½ hour presentation with Baylor CNOs in Dallas. RW asked about presenting to TNSA. Mike said it has been done in the past as a breakout but the attendance is usually low. KE mentioned the next meeting, Council of Schools in the fall on 9/25-26 in San Antonio, there will also be a large conference in the spring. KE would like to have MVD do a presentation with the students on the Saturday of the council meeting. MVD mentioned the desire to do research on the use of Suboxone, Staff members, LM and DLD started working on it but were unable did not obtain primary grant funding. MVD is also trying to look at developing a tool for RX abuse as most tools used currently do not evaluate RX's. MVD is still working w/Scott & White research personnel and a CRNA Ass't Prof. from TCU to use sim lab as assessment for CRNA's prior to return to anesthesia practice/admin. AANA is very interested in supporting it but more funding is needed so the group is working on a proposal.</p>	
E. NCSBN Chemical Dependency Program Review Committee update	<p>E. MVD is still working on the committee to revise the handbook for nurse managers and boards to utilize for SUD issues and different processes. A survey was developed and was completed by about 30 states. RW asked about</p>	

DRAFT TPAPN ADVISORY COMMITTEE MINUTES 03/06/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
F. Strategic Plan 2009 update	<p>model rules for peer assistance. MVD discussed committee's intent to develop best practice guide and then BONs will be better able to evaluate their own programs – whether internal or external.</p> <p>F. MVD reviewed current strategic plan. Biggest goal: To maintain staff stability. We have been able to so far but we don't know yet if the financial issues will cause some changes. We also need to maintain financial stability. Having our volunteer coordinator able to place advocates with participants within two weeks has provided greatest support for participants. FAQ's still need to get put up on the website. We would like to make online info. a better resource. KR mentioned not being able to find a link to TPAPN on the BON's website. TPAPN needs to make sure there is a link to the BON also. RW mentioned possibly needing FAQ's from the BON about peer assistance. We haven't developed the web based support group but still would like to do something like that in the future as well as face-to-face facilitated support groups. Plan to have 1-day workshop for treatment providers to get our needed requirements to them. JD said TRS may be able to sponsor some of that workshop.</p>	F. MVD will look into links to BON and TPAPN on respective websites and report back
G. Further discussion and recommendation for TNF BOD for TPAPN to implement a program participation with a min. 3yr requirement beginning 9/1/09	<p>G. MVD believes the request was deferred by the Foundation until their April meeting - then will need to take to BON for okay. Need to motion the</p>	G. Motion made last session by Kathie and seconded by Jane, all approved.

TOPIC	DISCUSSION/RATIONALE	ACTION
<p>H. Review of committee officers/tenures and related needs</p> <p>I. Strategic Planning for 2010</p>	<p>program change.</p> <p>H. Previously discussed, will send out roster</p> <p>I. MVD reviewed 2009 – 2010 strategic plan referencing strategic plan development paper for Advisory Committee.</p> <ol style="list-style-type: none"> Maintain the fiscal health of the program Promote positive program and case management interactions Begin transitioning to a 3-year program as a minimum for most participants Improve the program's online support of participants, employers, advocates and other stakeholders <p>Discussion ensued with each goal. KR asked if we might be able to gain more funds if we took on another program or state. MVD talked about how that could work given that we have infrastructure in place along with the expertise but could be a political football with some programs given political turf. MVD talked to a rep. from TX Assoc. of Psychologists late last yr. Their interested in peer assistance and their small numbers would make having the service under a program like TPAPN ideal.</p>	<p>I. Motion 5: To approve the 4 strategic goals identified in the draft strategic plan for 2010- with program staff to complete for TNF's approval. Moved by: Kathie Rickman, Seconded by Rich Dudley</p>
<p>IV. Next Meetings</p> <p>A. Next Advisory meeting dates</p>	<p>IV. Next meetings</p> <p>A. June 12 10a.m.- 3p.m.</p>	
<p>V. Announcements</p>		

DRAFT TPAPN ADVISORY COMMITTEE MINUTES 03/06/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
<p>A. NOAP Conference 4/1-3 B. Spring Advocate Training WS C. TPAPN workshop for treatment providers & counselors D. Others</p> <p>VI. Adjournment</p> <p>VII. Respectfully Submitted: Leah Lambracht</p> <p>VIII. Reviewed by:</p>	<p>V. Announcements A. MVD reviewed NOAP agenda B. MVD reviewed dates for Spring WS C. June 26th</p> <p>D. TNSA Previously mentioned, LVNAT and 100th for BON</p> <p>VI. Meeting adjourned @2:25pm</p>	

JUNE 13, 2009

TNF - TPAPN
BALANCE SHEET
MARCH 31, 2009

ASSETS

CASH & CASH EQUIVALENTS

11100	WELLS FARGO-OPERATING 3856	\$	180,887.26	
11300	S/W SECURITIES-GOV'T FUND		649.59	
			<u> </u>	
	TOTAL CASH & CASH EQUIVALENTS			181,536.85

INVESTMENTS

11700	S/W SECURITIES-C D		29,977.89	
			<u> </u>	
	TOTAL INVESTMENTS			29,977.89

ACCOUNTS RECEIVABLES

12700	A/R-BOARD OF NURSING		57,460.00	
13200	A/R OTHERS		8,210.00	
			<u> </u>	
	TOTAL ACCOUNTS RECEIVABLE			65,670.00

PREPAIDS

	TOTAL PREPAIDS			0.00
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	TOTAL CURRENT ASSETS			277,184.74
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PROPERTY AND EQUIPMENT

15000	FURNITURE & EQUIPMENT		90,078.85	
15100	ACCUMULATED DEPRECIATION		(90,078.85)	
			<u> </u>	
	TOTAL PROPERTY AND EQUIPMENT			0.00

	TOTAL ASSETS		\$	<u><u>277,184.74</u></u>
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LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

20900	A/P-MONTH END	\$	51,193.00	
21500	ACCRUED EXPENSES		49,192.00	
21600	VOIDED CHECKS		757.86	
			<u> </u>	
	TOTAL CURRENT LIABILITIES			101,142.86

NET ASSETS

29400	BOD DESIGNATED:LEGAL/INS		40,000.00	
30200	WIND-DOWN:AVAILABLE		179,194.19	
30400	RELEASED FR LEGAL		35,278.50	
	NET INCOME OF <LOSS> TO DATE		(78,430.81)	
			<u> </u>	

	TOTAL NET ASSETS			<u>176,041.88</u>
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	TOTAL LIABILITIES & NET ASSETS		\$	<u><u>277,184.74</u></u>
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UNAUDITED

JUNE 13, 2009

TNF - TPAPN
BALANCE SHEET
APRIL 30, 2009

ASSETS

CASH & CASH EQUIVALENTS

11100	WELLS FARGO-OPERATING 3856	\$	103,878.35	
11300	S/W SECURITIES-GOV'T FUND		664.88	
			<hr/>	
	TOTAL CASH & CASH EQUIVALENTS			104,543.23

INVESTMENTS

11700	S/W SECURITIES-C D		29,988.96	
			<hr/>	
	TOTAL INVESTMENTS			29,988.96

ACCOUNTS RECEIVABLES

12700	A/R-BOARD OF NURSING		55,204.00	
13200	A/R OTHERS		17,180.00	
			<hr/>	
	TOTAL ACCOUNTS RECEIVABLE			72,384.00

PREPAIDS

	TOTAL PREPAIDS			0.00
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	TOTAL CURRENT ASSETS			206,916.19
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PROPERTY AND EQUIPMENT

15000	FURNITURE & EQUIPMENT		90,078.85	
15100	ACCUMULATED DEPRECIATION		(90,078.85)	
			<hr/>	
	TOTAL PROPERTY AND EQUIPMENT			0.00

	TOTAL ASSETS		\$	206,916.19
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LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

20800	A/P-TNA	\$	767.75	
21500	ACCRUED EXPENSES		29,232.00	
21600	VOIDED CHECKS		757.86	
			<hr/>	
	TOTAL CURRENT LIABILITIES			30,757.61

NET ASSETS

29400	BOD DESIGNATED:LEGAL/INS		40,000.00	
30200	WIND-DOWN:AVAILABLE		179,194.19	
30400	RELEASED FR LEGAL		35,278.50	
	NET INCOME OF <LOSS> TO DATE		(78,314.11)	
			<hr/>	

	TOTAL NET ASSETS			176,158.58
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	TOTAL LIABILITIES & NET ASSETS		\$	206,916.19
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UNAUDITED

JUNE 13, 2009

TNF - TPAPN
BALANCE SHEET
MAY 31, 2009

ASSETS

CASH & CASH EQUIVALENTS

11100	WELLS FARGO-OPERATING 3856	\$ 149,459.67	
11300	S/W SECURITIES-GOV'T FUND	680.17	
	TOTAL CASH & CASH EQUIVALENTS		150,139.84

INVESTMENTS

TOTAL INVESTMENTS	0.00
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ACCOUNTS RECEIVABLES

12700	A/R-BOARD OF NURSING	50,860.00	
13200	A/R OTHERS	9,150.00	
	TOTAL ACCOUNTS RECEIVABLE		60,010.00

PREPAIDS

TOTAL PREPAIDS	0.00
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TOTAL CURRENT ASSETS	210,149.84
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PROPERTY AND EQUIPMENT

15000	FURNITURE & EQUIPMENT	90,078.85	
15100	ACCUMULATED DEPRECIATION	(90,078.85)	
	TOTAL PROPERTY AND EQUIPMENT		0.00

TOTAL ASSETS	\$ 210,149.84
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LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

20800	A/P-TNA	\$ 716.00	
20900	A/P-MONTH END	557.68	
21500	ACCRUED EXPENSES	32,465.00	
21600	VOIDED CHECKS	757.86	
	TOTAL CURRENT LIABILITIES		34,496.54

NET ASSETS

29400	BOD DESIGNATED:LEGAL/INS	40,000.00	
30200	WIND-DOWN:AVAILABLE	179,194.19	
30400	RELEASED FR LEGAL	35,278.50	
	NET INCOME OF <LOSS> TO DATE	(78,819.39)	
	TOTAL NET ASSETS		175,653.30
	TOTAL LIABILITIES & NET ASSETS	\$	210,149.84

UNAUDITED

June 13, 2009

TNF - TPAPN
Income Statement
For the Nine Months Ending March 31, 2009

		Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
Income						
40200	BOARD OF NURSING	\$ 57,460.00	\$ 52,083.33	\$ 483,212.00	\$ 468,750.01	14,461.99
40600	INTEREST	29.74	750.00	1,351.88	6,750.00	(5,398.12)
40700	DONATIONS	0.00	41.67	100.00	374.99	(274.99)
40900	VERIFICATIONS	0.00	25.00	0.00	225.00	(225.00)
41000	SPONSORS	0.00	416.67	1,950.00	3,749.99	(1,799.99)
41100	NCPS, INC. - SPONSORS	0.00	250.00	0.00	2,250.00	(2,250.00)
41200	PARTIC FEE:RN-BD ORDE	2,500.00	4,166.67	25,750.00	37,499.99	(11,749.99)
41300	PARTIC/LAB FEE:RN/LVN	7,780.00	8,000.00	54,397.40	72,000.00	(17,602.60)
41400	PARTIC FEE:RN-MI	875.00	416.67	4,875.00	3,749.99	1,125.01
41500	PARTIC FEE:LVN-BD ORD	800.00	1,583.33	9,550.00	14,250.01	(4,700.01)
41700	PARTIC FEE:LVN-MI	250.00	125.00	950.00	1,125.00	(175.00)
42500	EMPLOYER W/S-INCOME	0.00	208.33	2,298.42	1,875.01	423.41
42600	ADVOCATE W/S REG.	0.00	0.00	30.00	0.00	30.00
42900	EXHIBITS	0.00	250.00	2,250.00	2,250.00	0.00
43400	INFORMATION MATERIAL	0.00	4.17	0.00	37.49	(37.49)
43500	EMPLOYER INSERVICE	0.00	20.83	0.00	187.51	(187.51)
	Total	69,694.74	68,341.67	586,714.70	615,074.99	(28,360.29)
45000	EXTEND EVAL-LAB FEES	430.00	225.00	3,628.60	2,025.00	1,603.60
45100	EXTEND EVAL PARTIC FE	250.00	1,041.67	6,000.00	9,374.99	(3,374.99)
	Total	680.00	1,266.67	9,628.60	11,399.99	(1,771.39)
	Total Income	70,374.74	69,608.34	596,343.30	626,474.98	(30,131.68)
Expenses						
STAFFING						
50500	COMPENSATION	46,573.47	48,925.00	413,600.74	440,325.00	(26,724.26)
50800	HLTH/LIFE INSURANCE	4,648.50	5,064.58	41,836.50	45,581.26	(3,744.76)
50900	W C INSURANCE	0.00	250.00	2,158.00	2,250.00	(92.00)
51000	DENTAL EXP	224.00	333.33	1,983.00	3,000.01	(1,017.01)
51500	PAYROLL TAXES	4,139.45	3,583.33	32,904.62	32,250.01	654.61
51700	401K	2,411.14	3,000.00	23,199.24	27,000.00	(3,800.76)
51900	TEMPS/AGENCIES/OTHER	0.00	166.67	0.00	1,499.99	(1,499.99)
52000	PROFESSIONAL DEVELOP	427.95	350.00	3,951.78	3,150.00	801.78
52500	STAFF TRAV/EXP	142.46	333.33	3,268.04	3,000.01	268.03
	Total	58,566.97	62,006.24	522,901.92	558,056.28	(35,154.36)
53500	LESS EEP STAFFING	(1,757.00)	(1,860.17)	(15,655.00)	(16,741.49)	1,086.49
	Total	56,809.97	60,146.07	507,246.92	541,314.79	(34,067.87)
54500	LEGAL EXPENSES	0.00	250.00	0.00	2,250.00	(2,250.00)
55000	IMAGE CONSULTANT	0.00	0.00	642.50	0.00	642.50
	Total	0.00	250.00	642.50	2,250.00	(1,607.50)
55200	LESS EEP CONSULT	0.00	(7.50)	(19.00)	(67.50)	48.50
	Total	0.00	242.50	623.50	2,182.50	(1,559.00)
ADMINISTRATIVE						
56000	OFFICE SPACE	4,356.00	4,689.58	39,204.00	42,206.26	(3,002.26)
56200	REIMB FOR STAFF TIME	4,000.00	4,166.67	36,000.00	37,499.99	(1,499.99)

Unaudited

June 13, 2009

TNF - TPAPN
Income Statement
For the Nine Months Ending March 31, 2009

		Current Month	Current Month	Year to Date	Year to Date	Year to Date
		Actual	Budget	Actual	Budget	Variance
56400	FINANCIAL AUDIT	0.00	250.00	2,500.00	2,250.00	250.00
56600	BON PERFORMANCE AUD	0.00	250.00	0.00	2,250.00	(2,250.00)
56700	MATERIALS-OTH GROUPS	0.00	8.33	0.00	75.01	(75.01)
56800	TELEPHONE	1,291.40	1,166.67	9,778.02	10,499.99	(721.97)
56900	EQUIP -S/W- LEASE	301.00	375.00	5,241.00	3,375.00	1,866.00
57000	POSTAGE	594.33	750.00	4,257.24	6,750.00	(2,492.76)
57100	SHIPPING/DELIVERY/	0.00	25.00	251.86	225.00	26.86
57200	DUPLICATING	160.47	333.33	3,361.57	3,000.01	361.56
57300	BANK CHARGES	4.34	16.67	64.14	149.99	(85.85)
57400	SUPPLIES	615.18	333.33	1,950.74	3,000.01	(1,049.27)
57500	EQUIP/SW/FURNITURE	0.00	291.67	0.00	2,624.99	(2,624.99)
57600	DEPRECIATION	0.00	41.67	0.00	374.99	(374.99)
57700	INFORMATION TECHNLO	200.00	291.67	3,871.00	2,624.99	1,246.01
57800	EQUIP MAINTENANCE	0.00	41.67	0.00	374.99	(374.99)
58000	MISCELLANEOUS	35.40	66.67	632.76	599.99	32.77
58100	INSUR/LEGAL DEFENSE F	0.00	500.00	5,500.00	4,500.00	1,000.00
58600	RESOURCE LIBRARY	0.00	25.00	51.52	225.00	(173.48)
59600	COMMITTEES & BOARDS	259.00	250.00	767.31	2,250.00	(1,482.69)
	Total	11,817.12	13,872.93	113,431.16	124,856.21	(11,425.05)
59800	LESS EEP ADMIN	(354.00)	(416.17)	(3,417.00)	(3,745.49)	328.49
	Total	11,463.12	13,456.76	110,014.16	121,110.72	(11,096.56)
PARTICIPANT EXPENSE						
60200	ADVOCATES EXPENSES	0.00	25.00	0.00	225.00	(225.00)
60400	ADVOCATES TRAINING	0.00	41.67	0.00	374.99	(374.99)
60600	FALL W/S- ADVOC- GALA	0.00	750.00	18,911.91	6,750.00	12,161.91
61000	SPRING W/S - ADVOCATE	0.00	250.00	0.00	2,250.00	(2,250.00)
	Total	0.00	1,066.67	18,911.91	9,599.99	9,311.92
61200	WEB CONFERENCING	0.00	250.00	0.00	2,250.00	(2,250.00)
62000	DIGITAL SYSTEMS SUPPO	0.00	0.00	10,500.00	0.00	10,500.00
62300	CASE MANAGERS TRAVE	0.00	83.33	0.00	750.01	(750.01)
62400	PROGRAM MATERIALS	0.00	666.67	7,012.47	5,999.99	1,012.48
	Total	0.00	1,000.00	17,512.47	9,000.00	8,512.47
62900	LESS EEP PROG MATER	0.00	(7.50)	(210.00)	(67.50)	(142.50)
	Total	0.00	992.50	17,302.47	8,932.50	8,369.97
EDUCATION						
63500	EMPLOYER INSERVICE	107.00	20.83	107.00	187.51	(80.51)
63800	EMPLOYER WORKSHOPS	91.00	183.33	717.27	1,650.01	(932.74)
64900	NRSRG SCHOOLS-EDUC M	0.00	41.67	0.00	374.99	(374.99)
	Total	198.00	245.83	824.27	2,212.51	(1,388.24)
68400	EDUC-MATERIALS/BROC	0.00	83.33	481.18	750.01	(268.83)
68800	EDUC-EXHIBIT	0.00	0.00	26.70	0.00	26.70
	Total	0.00	83.33	507.88	750.01	(242.13)
69900	LESS EEP EDUC MATE	0.00	(9.92)	(14.00)	(89.24)	75.24
	Total	0.00	73.41	493.88	660.77	(166.89)

Unaudited

TNF - TPAPN
Income Statement
For the Nine Months Ending March 31, 2009

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
Total	68,471.09	76,223.74	655,417.11	686,013.78	(30,596.67)
EXTENDED EVALUATION PROGRAM					
74000 EEP STAFFING	1,757.00	1,860.17	15,655.00	16,741.49	(1,086.49)
74200 EEP CONSULT	0.00	7.50	343.00	67.50	275.50
74400 EEP ADMIN	354.00	416.17	3,135.00	3,745.49	(610.49)
74800 EEP PROGRAM MATERIAL	0.00	7.50	210.00	67.50	142.50
75000 EEP EDUCATION	0.00	9.92	14.00	89.24	(75.24)
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Total	2,111.00	2,301.26	19,357.00	20,711.22	(1,354.22)
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Total Expenses	70,582.09	78,525.00	674,774.11	706,725.00	(31,950.89)
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Net Income or Loss	\$ (207.35)	\$ (8,916.66)	\$ (78,430.81)	\$ (80,250.02)	1,819.21
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June 13, 2009

TNF - TPAPN
Income Statement
For the Ten Months Ending April 30, 2009

		Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
Income						
40200	BOARD OF NURSING	\$ 55,204.00	\$ 52,083.33	\$ 538,416.00	\$ 520,833.34	17,582.66
40600	INTEREST	26.36	750.00	1,378.24	7,500.00	(6,121.76)
40700	DONATIONS	0.00	41.67	100.00	416.66	(316.66)
40900	VERIFICATIONS	0.00	25.00	0.00	250.00	(250.00)
41000	SPONSORS	0.00	416.67	1,950.00	4,166.66	(2,216.66)
41100	NCPS, INC. - SPONSORS	0.00	250.00	0.00	2,500.00	(2,500.00)
41200	PARTIC FEE:RN-BD ORDE	3,500.00	4,166.67	29,250.00	41,666.66	(12,416.66)
41300	PARTIC/LAB FEE:RN/LVN	8,600.00	8,000.00	62,997.40	80,000.00	(17,002.60)
41400	PARTIC FEE:RN-MI	200.00	416.67	5,075.00	4,166.66	908.34
41500	PARTIC FEE:LVN-BD ORD	700.00	1,583.33	10,250.00	15,833.34	(5,583.34)
41700	PARTIC FEE:LVN-MI	0.00	125.00	950.00	1,250.00	(300.00)
42500	EMPLOYER W/S-INCOME	510.00	208.33	2,808.42	2,083.34	725.08
42600	ADVOCATE W/S REG.	0.00	0.00	30.00	0.00	30.00
42900	EXHIBITS	0.00	250.00	2,250.00	2,500.00	(250.00)
43400	INFORMATION MATERIAL	0.00	4.17	0.00	41.66	(41.66)
43500	EMPLOYER INSERVICE	0.00	20.83	0.00	208.34	(208.34)
	Total	68,740.36	68,341.67	655,455.06	683,416.66	(27,961.60)
45000	EXTEND EVAL-LAB FEES	370.00	225.00	3,998.60	2,250.00	1,748.60
45100	EXTEND EVAL PARTIC FE	500.00	1,041.67	6,500.00	10,416.66	(3,916.66)
	Total	870.00	1,266.67	10,498.60	12,666.66	(2,168.06)
	Total Income	69,610.36	69,608.34	665,953.66	696,083.32	(30,129.66)
Expenses						
STAFFING						
50500	COMPENSATION	46,689.61	48,925.00	460,290.35	489,250.00	(28,959.65)
50800	HLTH/LIFE INSURANCE	4,648.50	5,064.58	46,485.00	50,645.84	(4,160.84)
50900	W C INSURANCE	0.00	250.00	2,158.00	2,500.00	(342.00)
51000	DENTAL EXP	218.00	333.33	2,201.00	3,333.34	(1,132.34)
51500	PAYROLL TAXES	2,213.74	3,583.33	35,118.36	35,833.34	(714.98)
51700	401K	3,591.90	3,000.00	26,791.14	30,000.00	(3,208.86)
51900	TEMPS/AGENCIES/OTHER	0.00	166.67	0.00	1,666.66	(1,666.66)
52000	PROFESSIONAL DEVELOP	950.95	350.00	4,902.73	3,500.00	1,402.73
52500	STAFF TRAV/EXP	0.00	333.33	3,268.04	3,333.34	(65.30)
	Total	58,312.70	62,006.24	581,214.62	620,062.52	(38,847.90)
53500	LESS EEP STAFFING	(1,728.00)	(1,860.17)	(17,383.00)	(18,601.66)	1,218.66
	Total	56,584.70	60,146.07	563,831.62	601,460.86	(37,629.24)
54500	LEGAL EXPENSES	0.00	250.00	0.00	2,500.00	(2,500.00)
55000	IMAGE CONSULTANT	0.00	0.00	642.50	0.00	642.50
	Total	0.00	250.00	642.50	2,500.00	(1,857.50)
55200	LESS EEP CONSULT	0.00	(7.50)	(19.00)	(75.00)	56.00
	Total	0.00	242.50	623.50	2,425.00	(1,801.50)
ADMINISTRATIVE						
56000	OFFICE SPACE	4,356.00	4,689.58	43,560.00	46,895.84	(3,335.84)
56200	REIMB FOR STAFF TIME	4,000.00	4,166.67	40,000.00	41,666.66	(1,666.66)

Unaudited

June 13, 2009

TNF - TPAPN
Income Statement
For the Ten Months Ending April 30, 2009

		Current Month	Current Month	Year to Date	Year to Date	Year to Date
		Actual	Budget	Actual	Budget	Variance
56400	FINANCIAL AUDIT	0.00	250.00	2,500.00	2,500.00	0.00
56600	BON PERFORMANCE AUD	0.00	250.00	0.00	2,500.00	(2,500.00)
56700	MATERIALS-OTH GROUPS	0.00	8.33	0.00	83.34	(83.34)
56800	TELEPHONE	1,213.20	1,166.67	10,991.22	11,666.66	(675.44)
56900	EQUIP -S/W- LEASE	301.00	375.00	5,542.00	3,750.00	1,792.00
57000	POSTAGE	492.60	750.00	4,749.84	7,500.00	(2,750.16)
57100	SHIPPING/DELIVERY/	0.00	25.00	251.86	250.00	1.86
57200	DUPLICATING	270.39	333.33	3,631.96	3,333.34	298.62
57300	BANK CHARGES	0.00	16.67	64.14	166.66	(102.52)
57400	SUPPLIES	92.33	333.33	2,043.07	3,333.34	(1,290.27)
57500	EQUIP/SW/FURNITURE	0.00	291.67	0.00	2,916.66	(2,916.66)
57600	DEPRECIATION	0.00	41.67	0.00	416.66	(416.66)
57700	INFORMATION TECHNLO	200.00	291.67	4,071.00	2,916.66	1,154.34
57800	EQUIP MAINTENANCE	0.00	41.67	0.00	416.66	(416.66)
58000	MISCELLANEOUS	106.54	66.67	739.30	666.66	72.64
58100	INSUR/LEGAL DEFENSE F	0.00	500.00	5,500.00	5,000.00	500.00
58600	RESOURCE LIBRARY	0.00	25.00	51.52	250.00	(198.48)
59600	COMMITTEES & BOARDS	0.20	250.00	767.51	2,500.00	(1,732.49)
	Total	11,032.26	13,872.93	124,463.42	138,729.14	(14,265.72)
59800	LESS EEP ADMIN	(331.00)	(416.17)	(3,748.00)	(4,161.66)	413.66
	Total	10,701.26	13,456.76	120,715.42	134,567.48	(13,852.06)
PARTICIPANT EXPENSE						
60200	ADVOCATES EXPENSES	0.00	25.00	0.00	250.00	(250.00)
60400	ADVOCATES TRAINING	0.00	41.67	0.00	416.66	(416.66)
60600	FALL W/S- ADVOC- GALA	0.00	750.00	18,911.91	7,500.00	11,411.91
61000	SPRING W/S - ADVOCATE	147.78	250.00	147.78	2,500.00	(2,352.22)
	Total	147.78	1,066.67	19,059.69	10,666.66	8,393.03
61200	WEB CONFERENCING	0.00	250.00	0.00	2,500.00	(2,500.00)
62000	DIGITAL SYSTEMS SUPPO	0.00	0.00	10,500.00	0.00	10,500.00
62300	CASE MANAGERS TRAVE	0.00	83.33	0.00	833.34	(833.34)
62400	PROGRAM MATERIALS	0.00	666.67	7,012.47	6,666.66	345.81
	Total	0.00	1,000.00	17,512.47	10,000.00	7,512.47
62900	LESS EEP PROG MATER	0.00	(7.50)	(210.00)	(75.00)	(135.00)
	Total	0.00	992.50	17,302.47	9,925.00	7,377.47
EDUCATION						
63500	EMPLOYER INSERVICE	0.92	20.83	107.92	208.34	(100.42)
63800	EMPLOYER WORKSHOPS	0.00	183.33	717.27	1,833.34	(1,116.07)
64900	NRSRG SCHOOLS-EDUC M	0.00	41.67	0.00	416.66	(416.66)
	Total	0.92	245.83	825.19	2,458.34	(1,633.15)
68400	EDUC-MATERIALS/BROC	0.00	83.33	481.18	833.34	(352.16)
68800	EDUC-EXHIBIT	0.00	0.00	26.70	0.00	26.70
	Total	0.00	83.33	507.88	833.34	(325.46)
69900	LESS EEP EDUC MATE	0.00	(9.92)	(14.00)	(99.16)	85.16
	Total	0.00	73.41	493.88	734.18	(240.30)

Unaudited

TNF - TPAPN
Income Statement
For the Ten Months Ending April 30, 2009

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
Total	67,434.66	76,223.74	722,851.77	762,237.52	(39,385.75)
EXTENDED EVALUATION PROGRAM					
74000 EEP STAFFING	1,728.00	1,860.17	17,383.00	18,601.66	(1,218.66)
74200 EEP CONSULT	0.00	7.50	343.00	75.00	268.00
74400 EEP ADMIN	331.00	416.17	3,466.00	4,161.66	(695.66)
74800 EEP PROGRAM MATERIAL	0.00	7.50	210.00	75.00	135.00
75000 EEP EDUCATION	0.00	9.92	14.00	99.16	(85.16)
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Total	2,059.00	2,301.26	21,416.00	23,012.48	(1,596.48)
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Total Expenses	69,493.66	78,525.00	744,267.77	785,250.00	(40,982.23)
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Net Income or Loss	\$ 116.70	\$ (8,916.66)	\$ (78,314.11)	\$ (89,166.68)	10,852.57
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June 30, 2009

TNF - TPAPN
Income Statement
For the Eleven Months Ending May 31, 2009

		Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
Income						
40200	BOARD OF NURSING	\$ 50,860.00	\$ 52,083.33	\$ 589,276.00	\$ 572,916.67	16,359.33
40600	INTEREST	26.33	750.00	1,404.57	8,250.00	(6,845.43)
40700	DONATIONS	100.00	41.67	200.00	458.33	(258.33)
40900	VERIFICATIONS	0.00	25.00	0.00	275.00	(275.00)
41000	SPONSORS	280.00	416.67	2,230.00	4,583.33	(2,353.33)
41100	NCPS, INC. - SPONSORS	0.00	250.00	0.00	2,750.00	(2,750.00)
41200	PARTIC FEE:RN-BD ORDE	7,250.00	4,166.67	36,500.00	45,833.33	(9,333.33)
41300	PARTIC/LAB FEE:RN/LVN	8,690.00	8,000.00	71,687.40	88,000.00	(16,312.60)
41400	PARTIC FEE:RN-MI	1,125.00	416.67	6,200.00	4,583.33	1,616.67
41500	PARTIC FEE:LVN-BD ORD	2,800.00	1,583.33	13,050.00	17,416.67	(4,366.67)
41700	PARTIC FEE:LVN-MI	150.00	125.00	1,100.00	1,375.00	(275.00)
42500	EMPLOYER W/S-INCOME	0.00	208.33	2,808.42	2,291.67	516.75
42600	ADVOCATE W/S REG.	0.00	0.00	30.00	0.00	30.00
42700	SPONSORS-TRMT W/S	360.00	0.00	360.00	0.00	360.00
42900	EXHIBITS	0.00	250.00	2,250.00	2,750.00	(500.00)
43400	INFORMATION MATERIAL	0.00	4.17	0.00	45.83	(45.83)
43500	EMPLOYER INSERVICE	0.00	20.83	0.00	229.17	(229.17)
	Total	71,641.33	68,341.67	727,096.39	751,758.33	(24,661.94)
45000	EXTEND EVAL-LAB FEES	460.00	225.00	4,458.60	2,475.00	1,983.60
45100	EXTEND EVAL PARTIC FE	2,000.00	1,041.67	8,500.00	11,458.33	(2,958.33)
	Total	2,460.00	1,266.67	12,958.60	13,933.33	(974.73)
	Total Income	74,101.33	69,608.34	740,054.99	765,691.66	(25,636.67)
Expenses						
STAFFING						
50500	COMPENSATION	44,542.68	48,925.00	504,833.03	538,175.00	(33,341.97)
50800	HLTH/LIFE INSURANCE	4,648.50	5,064.58	51,133.50	55,710.42	(4,576.92)
50900	W C INSURANCE	0.00	250.00	2,158.00	2,750.00	(592.00)
51000	DENTAL EXP	269.00	333.33	2,470.00	3,666.67	(1,196.67)
51500	PAYROLL TAXES	4,159.29	3,583.33	39,277.65	39,416.67	(139.02)
51700	401K	2,375.75	3,000.00	29,166.89	33,000.00	(3,833.11)
51900	TEMPS/AGENCIES/OTHER	0.00	166.67	0.00	1,833.33	(1,833.33)
52000	PROFESSIONAL DEVELOP	535.00	350.00	5,437.73	3,850.00	1,587.73
52500	STAFF TRAV/EXP	52.80	333.33	3,320.84	3,666.67	(345.83)
	Total	56,583.02	62,006.24	637,797.64	682,068.76	(44,271.12)
53500	LESS EEP STAFFING	(1,677.00)	(1,860.17)	(19,060.00)	(20,461.83)	1,401.83
	Total	54,906.02	60,146.07	618,737.64	661,606.93	(42,869.29)
54500	LEGAL EXPENSES	0.00	250.00	0.00	2,750.00	(2,750.00)
55000	IMAGE CONSULTANT	0.00	0.00	642.50	0.00	642.50
	Total	0.00	250.00	642.50	2,750.00	(2,107.50)
55200	LESS EEP CONSULT	0.00	(7.50)	(19.00)	(82.50)	63.50
	Total	0.00	242.50	623.50	2,667.50	(2,044.00)
ADMINISTRATIVE						
56000	OFFICE SPACE	4,356.00	4,689.58	47,916.00	51,585.42	(3,669.42)

Unaudited

TNF - TPAPN
Income Statement
For the Eleven Months Ending May 31, 2009

		Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
56200	REIMB FOR STAFF TIME	4,000.00	4,166.67	44,000.00	45,833.33	(1,833.33)
56400	FINANCIAL AUDIT	0.00	250.00	2,500.00	2,750.00	(250.00)
56600	BON PERFORMANCE AUD	0.00	250.00	0.00	2,750.00	(2,750.00)
56700	MATERIALS-OTH GROUPS	0.00	8.33	0.00	91.67	(91.67)
56800	TELEPHONE	1,174.83	1,166.67	12,166.05	12,833.33	(667.28)
56900	EQUIP -S/W- LEASE	301.00	375.00	5,843.00	4,125.00	1,718.00
57000	POSTAGE	589.41	750.00	5,339.25	8,250.00	(2,910.75)
57100	SHIPPING/DELIVERY/	0.00	25.00	251.86	275.00	(23.14)
57200	DUPLICATING	574.16	333.33	4,206.12	3,666.67	539.45
57300	BANK CHARGES	0.00	16.67	64.14	183.33	(119.19)
57400	SUPPLIES	4,371.85	333.33	6,414.92	3,666.67	2,748.25
57500	EQUIP/SW/FURNITURE	0.00	291.67	0.00	3,208.33	(3,208.33)
57600	DEPRECIATION	0.00	41.67	0.00	458.33	(458.33)
57700	INFORMATION TECHNLO	200.00	291.67	4,271.00	3,208.33	1,062.67
57800	EQUIP MAINTENANCE	0.00	41.67	0.00	458.33	(458.33)
58000	MISCELLANEOUS	52.44	66.67	791.74	733.33	58.41
58100	INSUR/LEGAL DEFENSE F	0.00	500.00	5,500.00	5,500.00	0.00
58600	RESOURCE LIBRARY	0.00	25.00	51.52	275.00	(223.48)
59600	COMMITTEES & BOARDS	169.48	250.00	936.99	2,750.00	(1,813.01)
	Total	15,789.17	13,872.93	140,252.59	152,602.07	(12,349.48)
59800	LESS EEP ADMIN	(474.00)	(416.17)	(4,222.00)	(4,577.83)	355.83
	Total	15,315.17	13,456.76	136,030.59	148,024.24	(11,993.65)
PARTICIPANT EXPENSE						
60200	ADVOCATES EXPENSES	0.00	25.00	0.00	275.00	(275.00)
60400	ADVOCATES TRAINING	0.00	41.67	0.00	458.33	(458.33)
60600	FALL W/S- ADVOC- GALA	0.00	750.00	18,911.91	8,250.00	10,661.91
61000	SPRING W/S - ADVOCATE	2,019.02	250.00	2,166.80	2,750.00	(583.20)
	Total	2,019.02	1,066.67	21,078.71	11,733.33	9,345.38
61200	WEB CONFERENCING	0.00	250.00	0.00	2,750.00	(2,750.00)
62000	DIGITAL SYSTEMS SUPPO	0.00	0.00	10,500.00	0.00	10,500.00
62300	CASE MANAGERS TRAVE	0.00	83.33	0.00	916.67	(916.67)
62400	PROGRAM MATERIALS	0.00	666.67	7,012.47	7,333.33	(320.86)
	Total	0.00	1,000.00	17,512.47	11,000.00	6,512.47
62900	LESS EEP PROG MATER	0.00	(7.50)	(210.00)	(82.50)	(127.50)
	Total	0.00	992.50	17,302.47	10,917.50	6,384.97
EDUCATION						
63500	EMPLOYER INSERVICE	0.00	20.83	107.92	229.17	(121.25)
63800	EMPLOYER WORKSHOPS	190.40	183.33	907.67	2,016.67	(1,109.00)
64900	NRSRG SCHOOLS-EDUC M	0.00	41.67	0.00	458.33	(458.33)
	Total	190.40	245.83	1,015.59	2,704.17	(1,688.58)
68400	EDUC-MATERIALS/BROC	0.00	83.33	481.18	916.67	(435.49)
68800	EDUC-EXHIBIT	25.00	0.00	51.70	0.00	51.70
	Total	25.00	83.33	532.88	916.67	(383.79)
69900	LESS EEP EDUC MATE	0.00	(9.92)	(14.00)	(109.08)	95.08
	Total	25.00	73.41	518.88	807.59	(288.71)

Unaudited

TNF - TPAPN
Income Statement
For the Eleven Months Ending May 31, 2009

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
Total	72,455.61	76,223.74	795,307.38	838,461.26	(43,153.88)
EXTENDED EVALUATION PROGRAM					
74000 EEP STAFFING	1,677.00	1,860.17	19,060.00	20,461.83	(1,401.83)
74200 EEP CONSULT	0.00	7.50	343.00	82.50	260.50
74400 EEP ADMIN	474.00	416.17	3,940.00	4,577.83	(637.83)
74800 EEP PROGRAM MATERIAL	0.00	7.50	210.00	82.50	127.50
75000 EEP EDUCATION	0.00	9.92	14.00	109.08	(95.08)
Total	2,151.00	2,301.26	23,567.00	25,313.74	(1,746.74)
Total Expenses	74,606.61	78,525.00	818,874.38	863,775.00	(44,900.62)
Net Income or Loss	\$ (505.28)	\$ (8,916.66)	\$ (78,819.39)	\$ (98,083.34)	19,263.95

SECTION 4: TPAPN - FY 2010

TEXAS NURSES FOUNDATION/ASSOCIATION
TPAPN 2009 - 2010 BUDGET
Fiscal Year July - June

		Approved 2008 - 09	Proposed 4/09 2009 - 10
	INCOME - Boards/Contract		
402	BON - RNs/LVNs (Plus \$56,250 or 9 mos of \$75,000/yr increase)	625,000	681,250
	TOTAL	625,000	681,250

	INCOME - Other		
406	Interest	9,000	2,000
407	Donations	500	300
409	Employment verifications	300	150
410	Sponsors	5,000	2,000
411	NCPS (FirstLab), Inc. educational sponsorships	3,000	2,000
412	RN Board Order Participant fee (est. @ \$500 per RN "order")	50,000	32,000
413	RN/LVN CD/Dual Participant fee (est. @ \$20/mo/participant x 12)	96,000	99,000
414	RN MI Participant fee (est. @ \$200/yr./participant)	5,000	6,000
415	LVN Board Order fee (est. @ \$350 per LVN "order")	19,000	15,000
417	LVN MI Participant fee (est. @ \$200/yr./participant)	1,500	1,200
425	Employer W/S	2,500	4,000
429	Exhibits	3,000	2,000
432	Care Video	0	0
434	Information material	50	50
435	Employer inservice	250	250
	TOTAL	195,100	165,950
	TOTAL	820,100	847,200
418	Extended Evaluation Participant Fee(FY '10:\$15/mo/x 30 participants x 12)	2,700	5,400
419	Extended Evaluation Program Initial Fee (FY '10 est:\$250 x 30 - 1x only)	12,500	7,500
	TOTAL	15,200	12,900
	TOTAL INCOME	835,300	860,100

ADMINISTRATIVE EXPENSES

	<u>Personnel</u> (TPAPN less EEP - revised '08 from 8% to 3%)		
505	Compensation	587,100	526,000
515	Fringe (25% - PR tax, Health/Life Ins., 401 K, Workers Comp.)	146,775	131,500
519	Temps/Agencies/Other	2,000	0
520	Professional Development (CE, Professional memberships & NOAP)	4,200	2,500
525	Travel	4,000	2,500
	TOTAL	744,075	662,500
	Less EEP Personnel at 3%	(22,322)	(19,875)
	TOTAL	721,753	642,625
	<u>Consultants</u>		
545	Legal Consultation (Legal Action Center/HIPAA)	3,000	2,000
547	Research Consultant	0	0
548	Database Upgrades	0	0
552	Image	0	0
	TOTAL	3,000	2,000
	Less EEP Consultants at 3%	(90)	0
	TOTAL	2,910	2,000

SECTION 4: TPAPN - FY 2010

		Approved 2008 - 09	Proposed 4/09 2008 - 09
	<u>Operating Expenses</u>		
560	Office Space	56,275	53,000
562	Administration/Legal/Financial	50,000	48,000
564	Financial Audit	3,000	3,000
566	BNE Performance Audit	3,000	3,000
567	Materials - Other Groups	100	100
568	Telephone	14,000	13,000
569	Equipment Lease	4,500	4,500
570	Postage	9,000	7,000
571	Shipping/Delivery	300	400
572	Duplicating	4,000	5,000
573	Bank Charges	200	200
574	Supplies	4,000	4,000
575	Equipment/Furniture	3,500	1,000
576	Depreciation	500	500
577	Information Technology	3,500	5,000
578	Equipment Maintenance	500	500
580	Miscellaneous	800	800
581	Insurance/Liability	6,000	6,500
586	Resource Library	300	200
	TOTAL	163,475	155,700
	Less EEP Operating Expenses at 3%	(4,904)	(4,671)
	TOTAL	158,571	151,029

596	<u>Committee & Board Meetings</u>	3,000	2,500
	TPAPN Advisory Committee		
	Advocate Advisory Committee		
	Subcommittees/Task Forces		
	TNF Board		
	Licensing Boards		
	TOTAL	3,000	2,500
	Less 8% EEP Committees/Boards at 3%	(90)	(90)
	TOTAL	2,910	2,410
	TOTAL ADMINISTRATIVE EXPENSES	913,550	822,700
	Less EEP ADMINISTRATION at 3%	(27,406)	(24,636)
	TOTAL	886,144	798,064

SECTION 4: TPAPN - FY 2010

PARTICIPANT'S (DIRECT) EXPENSES		Approved 2008 - 09	Proposed 4/09 2009 - 10
	<u>Advocates</u>		
602	Advocate Expenses (travel/phone/duplicating/postage)	300	0
604	Informal Advocate Training	500	0
606	Fall Workshop (1 day x 2)	9,000	2,000
610	Spring Workshop (1 day x 2)	3,000	2,000
	TOTAL	12,800	4,000
	<u>Pilot tele-coaching group</u>		
612	Web conferencing fees	3,000	500
	TOTAL	3,000	500
	<u>Case Management</u>		
621	EEP Webcentric fee (est. @ \$15/mo/ x 40 participants x 12 mo)	0	0
622	Webcentric fee (est. @ \$20/mo/ x 500 participants x 12)	0	0
623	Case Manager Travel	1,000	0
624	Program Materials	8,000	4,000
	TOTAL	9,000	4,000
	TOTAL PARTICIPANTS' (DIRECT) EXPENSES	24,800	8,500
	Less EEP Webcentric	0	0
	Less EEP Program Materials at 3%	(90)	(120)
	TOTAL	24,710	8,380
	<u>EDUCATION</u>		
	<u>Employers</u>		
635	Inservice (by TPAPN Staff/Advocates)	250	0
638	Employer Workshops (Six formal/year)	2,200	2,000
	TOTAL	2,450	2,000
	<u>Nursing Schools</u>		
647	Workshops	0	0
649	Educational Materials	500	500
	TOTAL	500	500
	<u>Educational Products</u>		
684	Educational Materials/Brochures	1,000	1,500
685	Videos Purchase/Production/Re-order)	0	0
686	Newsletter	0	0
687	Research Outcomes/Publication	0	0
688	Exhibit Fees	0	0
	TOTAL	1,000	1,500
	TOTAL EDUCATIONAL EXPENSES	3,950	4,000
	Less EEP educational materials at 3%	(119)	(105)
	TOTAL	3,831	3,895
	REGULAR PROGRAM EXPENSE	914,685	810,339
	EEP EXPENSE - at 3%	27,615	24,861
	TOTAL EXPENSE	942,300	835,200
	(DECREASE) - REGULAR PROGAM	(94,585)	36,861
	- EEP at 3%	(12,415)	(11,961)
	TOTAL (DECREASE) IN NET ASSETS	(107,000)	24,900

SECTION 4



Texas Peer Assistance Program for Nurses

Status & Strategic Plan Report

for

The Texas Nurses Board of Nursing

June 15, 2009

This report provides the following two sections:

- I) A summary of TPAPN's 2008 – 2009 strategic plan activities and outcomes thus far;
- II) Proposed strategic plan for 2009 – 2010 including proposed budget **Attachment 1**; and

I. FY 2009 Strategic Plan Summary

Items A – D (below and next page) provide strategic planning goals and the actions that have been taken to meet them.

A. Maintain adequacy of core (BON) funding

- i. TPAPN remains hopeful that the BON's legislative appropriations request (exceptional line items request) will be passed as part of the legislature's appropriation's bill.
- ii. TPAPN developed an operations/financial fact sheet for TNA;
- iii. Contingency budgets have been prepared in event the funding increase is not realized.
- iv. Additionally, TNA testified in support of the BON's appropriations requests.

B. Risk Management concerns are adequately addressed

- i. TPAPN developed a risk management table listing the risks for the program as identified by Simon Whiting, JD, in his audit of TPAPN last year. Responsible parties (staff by position) to address each risk and the applicable schedules were included.
- ii. The risk management table is now a part of TPAPN's internal policies and procedures.

C. Improve the Program's Support of Participants

- i. Best precursor to meeting this goal remains the hiring of a volunteer coordinator to help match advocates with participants (now 100%) and to assist in communication related to participants' advocacy. Providing this 100% match is an important aspect to relapse prevention as documented in Phyllis Tipton's doctoral dissertation (2004).
- ii. The volunteer coordinator has assisted in at least a couple of outreach activities this FY: A very successful educational offering (employer workshop) for Baptist Health Systems, San Antonio and presentations to nursing students at U. T. Austin.
- iii. Establishing formal education for treatment programs RE: TPAPN participants/ program (case management) needs per assessment and treatment. TPAPN piloted this with "The Right Step" treatment program based in Houston along with its facilities in Austin, Wimberley and Euless to pilot formal continuing education for their professional staff.
- iv. This pilot has led to TPAPN planning the first-ever formal continuing education offering for all treatment providers and assessors regarding Peer Assistance Programs of Texas, scheduled for 6/26/09. A peer assistance programs, e.g., pharmacists, dentists, veterinarians, etc., will have the opportunity to inform treatment providers about their program requirements when it comes to assessment and treatment.

- v. Strategies yet to be fulfilled include the once-a-week telecoaching concept for participants; the posting of participant FAQs on TPAPN's website; and TPAPN collaboration with NOEP to provide an online CE RE: ATOD abuse.

D. Advance to a 3 year minimum program as a normal expectation for nurses participating in TPAPN

- i. Evidence-based practice identifies three to five years of participation, with five being cited as best practice in the research article (in print): Setting the Standard for recovery: Physicians Health Programs. Journal of Substance Abuse Treatment, by Dupont, McLellan, White, Merlo, & Gold (2008). Only two state-wide alternative to discipline programs for nurses, Texas being one, have a two-year minimum program. A simple matrix was developed by the program earlier this year to identify essential requirements for the monitoring of participants during each year.
- ii. The third year would provide for a step-down of monitoring by the program and allow for more independent decision-making by the participants themselves as to their recovery and practice needs.
- iii. Certain nurses would be required to participate for up to five years because of the access and increase risk to patients of their practice and/or because of their criminal or abuse history as follows:
 - a. CRNAs;
 - b. APRNS resuming prescription administration privileges;
 - c. BON approved nurses who have criminal probation of up to 5 years;
 - d. Nurses who relapse and who desire/are permitted to renew participation in TPAPN; and
 - e. Nurses who have either completed TPAPN previously or who were unsuccessful in their previous participation and who are eligible/approved by BON for participation TPAPN again.

Note: TPAPN estimates less than 60 nurses would be participating in years 4 and 5 initially.

II. FY 2010 Draft Strategic Plan

The major goals for TPAPN in FY 2010 are listed below (1-4). Specific actions and timetables for strategies will be developed and forwarded to the TNA/TNF ED by the end of June.

A. Goals:

1. Maintain the fiscal health of the program
2. Promote positive program and case management interactions
3. Initiate operational activities necessary to implement a 3-year program as a minimum for most participants
4. Improve the program's support of participants, employers, advocates and other stakeholders

Issues and actions related to each goal are provided on pages 4 – 6.

1. Maintain the fiscal health of the program

A. Current Budget Status Summary:

TPAPN finds itself in a critical financial situation given a loss as of the end of February of approximately \$78,000 and total assets of approximately \$176,000. Major factors contributing to the current deficit include the following:

- i. Deficit budget from FY 2007 – 2008.
- ii. Chronic insufficiency of funding for the program via peer assistance surcharge (TPAPN has had two increases in the past 11 years – '97 & '04);
- iii. Cost of maintaining adequate salaries for program personnel, especially professional nursing staff;
- iv. A decline in third-party referrals and participants (both RN/LVN) since 2007 when the regulatory change governing referrals occurred causing a decline in most all of the categories of participant fees received;
- v. An additional decline in participant fees caused by an unforeseen use of previously purchased chain-of-custody forms by participants after TPAPN's third party drug testing administrator was sold to another company July '08;
- vi. Unexpected need to purchase 3 mos. use of the former webcentric drug testing system and its "alerts" as back-up during transition to the new drug testing system; and
- vii. Overtime expenses incurred from support staff in order to perform clean-up of TPAPN's database in the old webcentric software system.

B. Proposed Budget

TPAPN's proposed budget for 2009 – 2010 is based on the premise that the appropriations bill currently before the legislature is passed and approved by the governor and granted vis-à-vis the BON. This budget initiates the steps needed in order to restore TPAPN's assets to cover for up to 6 months in case of financial exigencies. This budget provides a positive balance of approximately \$25,000) while providing the minimum of staff needed in order to maintain the current level of program services/case management. This achieved by the following:

- i. Providing conservative estimates of income sources given declines in most participant revenue categories;
- ii. Terminating one of its support staff;
- iii. Decreasing one case management position from 32 hrs to 24 hrs by September;
- iv. Increasing the current part-time volunteer coordinator/case manager position from 20 hours to 32 hours;
- v. Adjusting operational expenses per YTD accounting; and
- vi. Decreasing the cost of volunteer training by: Holding workshops at TNA/TNF HQ; Focusing on new advocates for the on-site trainings; Increasing the time span for attendance for existing advocates in good standing to once every 3 yrs and providing the option for renewal CE online.

Furthermore TPAPN will continue to work on streamlining program monitoring requirements where feasible and promote online exchange of information as much as possible.

C. No funding increase

Should TPAPN fail to realize an increase in funding from the BON the program will have to

terminate at least two FTEs and further reduce educational expenditures, including professional development of paid staff and CE for employers and for advocates. Travel would be further reduced. Given such a limited budget TPAPN would likely need to negotiate (through TNF) a revised service agreement with the BON, one that reduces educational activities as well as certain referral/monitoring services.

D. Telecommute option

TPAPN estimates that this same budget would provide approximately \$40,000 in the black if professional staff, e.g., case managers, were to telecommute from home, i.e., performing case management remotely. In this scenario rent could be approximately halved resulting in a decrease of approximately \$23,000. Telephone costs would increase by approximately \$8,000, though TPAPN estimates that its telephone expenditure will continue to decrease in such an environment, given the provision of “free minutes” via cell phones and increasing use of the internet in general. Support staff would remain in the office and either the program director or the clinical supervisor would always be present. Weekly face-to-face (in office) staff meetings would be held. Were this process to be piloted to any degree or fully implemented, policies and procedures would need to be developed along with expectations/standards and consequences for staff working remotely. For security purposes both the FirstLab website in which most of the case managers’ work would be occurring has a high level of encrypted security. TPAPN would have to ascertain that case managers’ home computers have current antivirus software, e.g., McAfee or Symantec, and spyware software, e.g., Windows Defender. At least six state-wide peer assistance programs (aka “diversion” or “alternative to discipline” programs) use remote case management via cell phones and webcentric systems for either all or some of their staff: NJ; CA; AZ; NY; ID and TN.

E. Peer Assistance RFP

Obviously essential to the entire funding of the program is TPAPN’s ability to continue to preserve itself as the approved peer assistance program for the BON. TPAPN will be pursuing this goal as the bid will be due to the State of Texas sometime this summer.

F. Development of Additional Soft Money

TPAPN will continue to develop other reasonable means for creating income for the program as is feasible and given administrative approval. One example is an idea proposed some years ago; to provide advertisement by treatment providers in an employer handbook – both to pay for the cost of the booklet and to support program outreach to employers.

2. Promote positive program and case management interactions

Draft strategies for this goal are as follows:

- i. Provide continuing education/counseling program(s) for case managers, intake and case manager assistants in order to renew or increase their awareness of the consequences of their communications/interventions, e.g., content and delivery.
- ii. Employees develop a personal action plan as part of total QA program of enhancing respect and sensitivity to participants and others.
- iii. Program director reviews the action plan with each staff member, as needed and on an annual basis e.g., performance reviews.

- iv. Review and refine present grievance procedure for participants.
- v. Post grievance procedure on TPAPN's website.
- vi. Document number and type of complaints formally received and respond accordingly including notifying ED and BON as necessary regarding the nature of the complaints.
- vii. Through educational offerings, promote benefits of program including monitoring via case management.
- viii. Post participation requirements and costs on website in order to help potential participants gauge the sacrifices they will likely need to make for TPAPN/recovery.

3. Initiate operational activities necessary to implement a 3-year program as a minimum for most participants*

Draft strategies for this goal are as follows:

- i. Develop criteria for compliance and monitoring
- ii. Obtain TNF BOD approval and BON BOD approval
- iii. Revise contracts
- iv. Revise terms of participation
- v. Implement as of 9/1/09

4. Improve the program's support of participants, employers, advocates and other stakeholders

Draft strategies for this goal are as follows:

- i. Post all FAQs online (for participants, employers and advocates) as developed via TPAPN liability task force online
- ii. Develop online orientation for both TNF and BON board members
- iii. Develop CE as TPAPN: An Introduction for nurses to obtain contact hours under TNA/ANCC
- iv. Develop poster sponsor to cover cost of developing/printing posters suitable for posting in nursing clinical practice areas
- v. Make posters available at exhibits, workshops and other Tri-Corps' venues
- vi. Work with treatment providers and other mental health providers to establish state-wide, face-to-face, facilitated support groups.
- vii. Work with treatment providers and other mental health providers to implement at least one pilot tele- and web-conferencing support group.

*Note: Current participants would not be affected only those signing participation as of 9/1/09. First graduates of the 3-yr program would matriculate after 9/1/12.