

Texas Peer Assistance Program for Nurses

FY 2010 1st QUARTER REPORT
TO
THE TEXAS BOARD OF NURSING

December 15, 2009

This report answers the following six questions for the time period of: September 1, 2009 through November 30, 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 First (1st) quarter of 2010 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 fourth (4th) quarter FY ’09 have been updated since TPAPN’s last report to the BON dated September 15, 2009.

A. Case Management Performance:

The program is working well in spite of some difficulties encountered with TPAPN’s new case management software system that was initiated on August 31, 2009. Due to early deficiencies in the database data entry of many referrals had to be deferred until the end of the first quarter or the beginning of the 2nd quarter. Thus, greater number of referrals and concomitant outcomes will likely be realized in the second quarter of FY 2010. **Table 1** for RNs and **Table 2** for LVNs below provide a detail account of the variability in outcomes. The brightest result continues to be the increase in RNs completing however LVNs completing were less than half of the previous quarter’s total.

TABLE 1

RN Totals for 1st Qtr, FY 2010 vs. 4th Qtr, FY 2009								
Quarter	Referred		Signed Participation		Returned to Work		Completed	
	1st	4th	1st	4th	1st	4th	1st	4th
RNs	26	60	8	29	2	21	35	29
RN Board Orders	18	27	6	19	2	12	11	14
APNs	1	2	0	3	0	2	1	2
APN Board Orders	0	0	0	0	0	0	2	1
TOTAL	45	89	14	51	4	35	49	46

TABLE 2

LVN Totals 1st Qtr, FY 2010 vs. 4th Qtr, FY 2009								
Quarter	Referred		Signed Participation		Returned to Work		Completed	
	1st	4th	1st	4th	1st	4th	1st	4th
LVNs	8	30	1	11	0	4	5	8
LVN Board Orders	16	20	6	9	0	2	1	5
TOTAL	24	50	7	20	0	6	6	13

B. Case/Call Activity

Total Active Cases (RNs and LVNs):

- 574 – 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:

- 5,577 – 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:

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

Staff Activities:

Presentations, Workshops & Exhibits

- 9/8/09 Presentation, “An Overview of TPAPN,” Dallas Chapter of the National Association of Orthopedic Nurses.
- 10/30/09 Co-presentation of a paper, *Using Clinical Simulation for Recovering CRNAs Reentering into the Workplace: A Proposed Pilot Study on the Development, Feasibility, and Effectiveness of a Simulation-Based Program* with Phyllis Tipton, PhD, RN, at the International Nurses Society on Addictions annual conference in Albuquerque, NM,.
- Attending and exhibiting at the Texas Nurses Association’s annual leadership conference on 9/24 & 25/09.

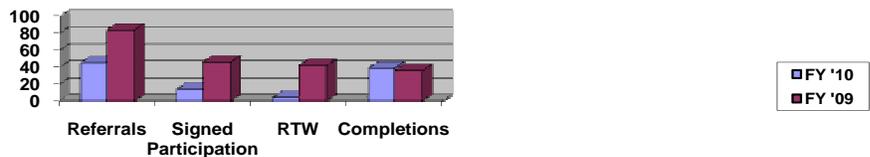
WHAT OUTCOME TRENDS ARE EVIDENT FOR RNS?

Table 3 and graph 1 below provide comparisons of outcomes for individual RNs 1st Qtr '10 compared to last FY's 1st Qtr ('09). Outcomes reported contain no duplicate events for individuals. The "decline" in referral numbers was explained on page 2 and resulted in fewer signed participations and nurses returned to work.

TABLE 3

RN Totals 1 st Quarter FY 2010 vs. 1 st Quarter FY 2009								
FY	Referred		Signed Participation		RTW		Completed	
	'10	'09	'10	'09	'10	'09	'10	'09
RNs	26	71	8	35	2	32	25	26
RN Board Orders	18	12	6	11	2	10	11	10
APNs	1	1	0	0	0	0	1	0
APN Board Orders	0	0	0	0	0	0	2	0
TOTAL	45	84	14	46	4	42	39	36

Graph 1: RNs 1st Quarter FY 2010 vs. 1st Quarter FY 2009



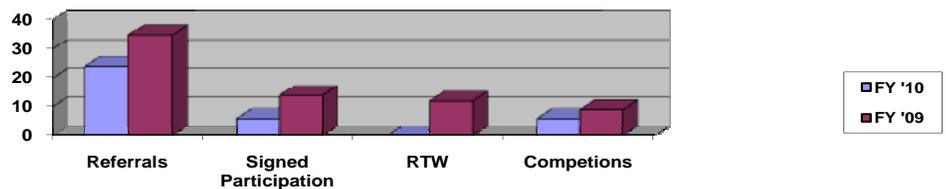
WHAT OUTCOME TRENDS ARE EVIDENT FOR LVNS?

Comparisons of LVN outcomes, 1st Qtr FY '10 versus 1st Qtr FY '09 are provided in Table 5 and Graph 3 below. As stated previously on page two of this report, the "decline" in referral numbers was explained on page 2 and resulted in fewer signed participations and nurses returned to work.

TABLE 5

LVN Totals 1 st Quarter FY 2010 vs. 1 st Quarter FY 2009								
FY	Referred		Signed Participation		Returned to Work		Completed	
	'10	'09	'10	'09	'10	'09	'10	'09
LVNs	8	23	1	6	0	6	5	4
LVN Board Orders	16	12	5	8	0	6	1	5
TOTAL	24	35	6	14	0	12	6	9

Graph 3: LVNs 1st Quarter FY 2010 vs. 1st Quarter FY 2009



EXTENDED EVALUATION PROGRAM

First quarter outcomes for the Extended Evaluation Program (EEP) will be forwarded to the BON's administration as an addendum to this report by January 5.

IS THE PROGRAM COMPLIANT?

TPAPN demonstrates legal and programmatic compliance by:

- Meeting with the BON to identify changes needed in its participant agreement in order to comply with licensure compact rules.
- Working with its third party drug testing administrator, FirstLab, Inc. to ensure that its new case management software is fulfills needed data monitoring and report requirements.
- Engaging Penny Burt, RN, JD to initiate its annual program performance and legal audit.

IS THE PROGRAM FISCALLY RESPONSIBLE?

TPAPN demonstrates fiscal responsibility by:

- Submitting a revised budget for the FY 2009 – 2010 FY, approved by the Texas Nurses Foundation BOD, that more accurately reflects certain line item expenditures for “furniture/equipment,” “insurance/liability” and “treatment provider workshop.” See enclosed TPAPN 2010 Budget Revised, 3 pages:
- Providing the draft balance and income statements for September, October and November 2009 - included in this report, 12 pages total.

IS THE PROGRAM WELL-MANAGED?

TPAPN demonstrates that it is well-managed by:

- Attending the National Council of State Boards of Nursing's (NCSBN) Chemical Dependency Regulatory Committee meeting in Chicago at the end of August and September 1 and working on revising the NCSBN's Chemical Dependency Handbook with emphasis for best practices for alternative programs.
- Holding the regularly scheduled meeting of the TPAPN Advisory Committee on 9/4/09. The minutes of the meeting are enclosed 7 pages.
- Facilitating completion of data migration of all TPAPN from TPAPN's former case management company to TPAPN's new, third-party case management company, FirstLab, Inc.
- Hosting a presentation by Memorial-Hermann's Prevention and Recovery Center (PaRC) representative on 9/15/09.
- Attending (in an advisory role) the BON's Eligibility and Disciplinary Committee meeting held 9/17/09.
- Hosting a presentation by Dr. Brown, MD, regarding a pharmaceutical study regarding potential benefits of Vivitrol (injectable form of Naltrexone) for opiate dependent nurses on 9/22/09.
- Attending a substance abuse conference sponsored by local treatment programs held in Austin on 9/25/09.
- Working with Phyllis Tipton, to develop an article describing the program's survey of other alternative programs and their referral processes in response to past Sunset recommendations.

- Working, on an ongoing basis, to evaluate and develop improved user-end function and reliability of TPAPN's new case management software, "CaseNotes," including two on-site visits during the quarter by FirstLab's software analyst, Ginette Meyer
- Interviewing applicants for the case management position that will become vacant by 12/11/09 when Maura DeWandler, RN, resigns to pursue her APRN clinical requirements.
- Attending the BON BOD meeting on 9/22/09.
- Interviewing additional temp-to-hire personnel in order to find a good fit for the job and the program.
- Meeting with the BON, ED, Legal and Enforcement directors regarding:
 - Proposal to expand program participation to a minimum of three years;
 - Ensuring what changes need to be made to TPAPN's participation agreement regarding participants' prohibition on licensure compact; and
 - Reaching consensus as to when assessments for nurses eligible for the Extended Evaluation Program are warranted.
- Developing a letter of engagement for the annual performance and legal review of the TPAPN for the BON's review and input.

WHAT REQUESTS OF THE BON DOES TPAPN HAVE?

TPAPN has no requests of the BON at this time.

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.

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

		Approved 7/09 2009 - 10	Revised 10/09 2009 - 10
INCOME - Boards/Contract			
402	BON - RNs/LVNs (Plus \$56,250 or 9 mos of \$75,000/yr increase)	681,250	681,250
	TOTAL	681,250	681,250
INCOME - Other			
406	Interest	2,000	2,000
407	Donations	300	300
409	Employment verifications	150	150
410	Sponsors	3,500	3,500
411	NCPS (FirstLab), Inc. educational sponsorships	2,000	2,000
412	RN Board Order Participant fee (est. @ \$500 per RN "order")	32,000	32,000
413	RN/LVN CD/Dual Participant fee (est. @ \$20/mo/participant x 12)	99,000	99,000
414	RN MI Participant fee (est. @ \$200/yr./participant)	6,000	6,000
415	LVN Board Order fee (est. @ \$350 per LVN "order")	15,000	15,000
417	LVN MI Participant fee (est. @ \$200/yr./participant)	1,200	1,200
425	Employer W/S	4,000	4,000
426	Treatment Provider Workshop	1,600	1,600
429	Exhibits	2,000	2,000
432	Care Video	0	0
434	Information material	50	50
435	Employer inservice	3,000	3,000
	TOTAL	171,800	171,800
	TOTAL	853,050	853,050
418	Extended Evaluation Participant Fee(FY '10:\$15/mo/x 30 participants x 12)	5,400	5,400
419	Extended Evaluation Program Initial Fee (FY '10 est:\$250 x 30 - 1x only)	7,500	7,500
	TOTAL	12,900	12,900
	TOTAL INCOME	865,950	865,950

ADMINISTRATIVE EXPENSES

	Personnel (TPAPN less EEP - revised '08 from 8% to 3%)		
505	Compensation	526,000	526,000
515	Fringe (25% - PR tax, Health/Life Ins., 401 K, Workers Comp.)	131,500	131,500
519	Temps/Agencies/Other	1,500	1,500
520	Professional Development (CE, Professional memberships & NOAP)	2,500	2,500
525	Travel	2,500	2,500
	TOTAL	664,000	664,000
	Less EEP Personnel at 3%	(19,920)	(19,920)
	TOTAL	644,080	644,080
	<u>Consultants</u>		
545	Legal Consultation (Legal Action Center/HIPAA)	2,000	2,000
547	Research Consultant	0	0
548	Database Upgrades	0	0
552	Image	0	0
	TOTAL	2,000	2,000
	Less EEP Consultants at 3%	(60)	(60)
	TOTAL	1,940	1,940

		Approved 7/09 2009 - 10	Revised 10/09 2009 - 10
	<u>Operating Expenses</u>		
560	Office Space	53,000	53,000
562	Administration/Legal/Financial	48,000	48,000
564	Financial Audit	3,000	3,000
566	BON Performance Audit	3,000	3,000
567	Materials - Other Groups	100	100
568	Telephone	13,000	13,000
569	Equipment Lease	4,500	4,500
570	Postage	7,000	7,000
571	Shipping/Delivery	400	400
572	Duplicating	5,000	5,000
573	Bank Charges	200	200
574	Supplies	4,000	4,000
575	Equipment/Furniture	1,750	2,500
576	Depreciation	500	500
577	Information Technology	5,000	5,000
578	Equipment Maintenance	500	500
580	Miscellaneous	800	800
581	Insurance/Liability	6,500	5,361
586	Resource Library	200	200
	TOTAL	156,450	156,061
	Less EEP Operating Expenses at 3%	(4,694)	(4,694)
	TOTAL	151,756	151,367

596	<u>Committee & Board Meetings</u>	2,500	2,500
	TPAPN Advisory Committee		
	Advocate Advisory Committee		
	Subcommittees/Task Forces		
	TNF Board		
	Licensing Boards		
	TOTAL	2,500	2,500
	Less EEP Committees/Boards at 3%	(75)	(75)
	TOTAL	2,425	2,425
	TOTAL ADMINISTRATIVE EXPENSES	824,950	824,561
	Less EEP ADMINISTRATION at 3%	(24,749)	(24,749)
	TOTAL	800,201	799,812

PARTICIPANT'S (DIRECT) EXPENSES		Approved 7/09	Revised 10/09
	<u>Advocates</u>	2009 - 10	2009 - 10
602	Advocate Expenses (travel/phone/duplicating/postage)	0	0
604	Informal Advocate Training	0	0
606	Fall Workshop (1 day x 2)	2,000	2,000
610	Spring Workshop (1 day x 2)	2,000	2,000
	TOTAL	4,000	4,000

	<u>Pilot tele-coaching group</u>		
612	Web conferencing fees	0	0
	TOTAL	0	0

	<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	0	0
624	Program Materials	4,000	4,000
	TOTAL	4,000	4,000
	TOTAL PARTICIPANTS' (DIRECT) EXPENSES	8,000	8,000
	Less EEP Webcentric	0	0
	Less EEP Program Materials at 3%	(120)	(120)
	TOTAL	7,880	7,880

	<u>EDUCATION</u>		
	<u>Employers/Treatment Providers</u>		
635	Inservice (by TPAPN Staff/Advocates)	0	0
638	Employer Workshops (Six formal/year)	2,000	2,000
639	Treatment Provider Workshop	0	1,500
	TOTAL	2,000	3,500

	<u>Nursing Schools</u>		
647	Workshops	0	0
649	Educational Materials	500	500
	TOTAL	500	500

	<u>Educational Products</u>		
684	Educational Materials/Brochures	1,500	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	1,500	1,500
	TOTAL EDUCATIONAL EXPENSES	4,000	5,500
	Less EEP educational materials at 3%	(120)	(120)
	TOTAL	3,880	5,380

	REGULAR PROGRAM EXPENSE	811,961	813,072
	EEP EXPENSE - at 3%	24,989	24,989
	TOTAL EXPENSE	836,950	838,061

	INCREASE - REGULAR PROGAM ASSETS	41,089	39,978
	(DECREASE) - EEP ASSETS at 3%	(12,089)	(12,089)
	TOTAL INCREASE IN NET ASSETS	29,000	27,889

TNF - TPAPN
BALANCE SHEET
SEPTEMBER 30, 2009

ASSETS

CASH & CASH EQUIVALENTS			
11100	WELLS FARGO-OPERATING 3856	\$	94,699.86
11300	S/W SECURITIES-GOV'T FUND		680.17
			95,380.03
	TOTAL CASH & CASH EQUIVALENTS		95,380.03
INVESTMENTS			
			0.00
	TOTAL INVESTMENTS		0.00
ACCOUNTS RECEIVABLES			
12700	A/R-BOARD OF NURSING		62,032.00
13200	A/R OTHERS		8,840.00
			70,872.00
	TOTAL ACCOUNTS RECEIVABLE		70,872.00
PREPAIDS			
			0.00
	TOTAL PREPAIDS		0.00
			166,252.03
	TOTAL CURRENT ASSETS		166,252.03
PROPERTY AND EQUIPMENT			
15000	FURNITURE & EQUIPMENT		90,078.85
15100	ACCUMULATED DEPRECIATION		(90,078.85)
			0.00
	TOTAL PROPERTY AND EQUIPMENT		0.00
			166,252.03
	TOTAL ASSETS	\$	166,252.03

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES			
20900	A/P-MONTH END	\$	1,773.00
21500	ACCRUED EXPENSES		22,292.00
21600	VOIDED CHECKS		757.86
			24,822.86
	TOTAL CURRENT LIABILITIES		24,822.86
NET ASSETS			
29400	BOD DESIGNATED:LEGAL/INS		40,000.00
30200	WIND-DOWN:AVAILABLE		151,764.44
	NET INCOME OF <LOSS> TO DATE		(50,335.27)
			141,429.17
	TOTAL NET ASSETS		141,429.17
			166,252.03
	TOTAL LIABILITIES & NET ASSETS	\$	166,252.03

UNAUDITED

TNF - TPAPN
Income Statement
For the Three Months Ending September 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	\$ 62,032.00	\$ 56,770.83	\$ 106,635.00	\$ 170,312.53	(63,677.53)
40600 INTEREST	0.00	166.67	0.00	499.97	(499.97)
40700 DONATIONS	78.00	25.00	78.00	75.00	3.00
40900 VERIFICATIONS	0.00	12.50	0.00	37.50	(37.50)
41000 SPONSORS	0.00	291.67	0.00	874.97	(874.97)
41100 NCPS, INC. - SPONSORS	0.00	166.67	0.00	499.97	(499.97)
41200 PARTIC FEE:RN-BD ORDE	2,500.00	2,666.67	11,000.00	7,999.97	3,000.03
41300 PARTIC/LAB FEE:RN/LVN	8,410.00	8,250.00	24,800.00	24,750.00	50.00
41400 PARTIC FEE:RN-MI	275.00	500.00	2,059.00	1,500.00	559.00
41500 PARTIC FEE:LVN-BD ORD	2,050.00	1,250.00	4,850.00	3,750.00	1,100.00
41700 PARTIC FEE:LVN-MI	150.00	100.00	300.00	300.00	0.00
42500 EMPLOYER W/S-INCOME	250.00	333.33	250.00	1,000.03	(750.03)
42700 SPONSORS-TRMT W/S	0.00	133.33	0.00	400.03	(400.03)
42900 EXHIBITS	0.00	166.67	0.00	499.97	(499.97)
43400 INFORMATION MATERIAL	0.00	4.17	0.00	12.47	(12.47)
43500 EMPLOYER INSERVICE	0.00	250.00	0.00	750.00	(750.00)
Total	75,745.00	71,087.51	149,972.00	213,262.41	(63,290.41)
45000 EXTEND EVAL-LAB FEES	430.00	450.00	1,240.00	1,350.00	(110.00)
45100 EXTEND EVAL PARTIC FE	250.00	625.00	2,250.00	1,875.00	375.00
Total	680.00	1,075.00	3,490.00	3,225.00	265.00
Total Income	76,425.00	72,162.51	153,462.00	216,487.41	(63,025.41)
Expenses					
STAFFING					
50500 COMPENSATION	41,859.73	43,833.33	130,287.06	131,500.03	(1,212.97)
50800 HLTH/LIFE INSURANCE	3,174.50	4,583.33	11,049.00	13,749.99	(2,700.99)
51000 DENTAL EXP	1,222.11	250.00	2,032.11	750.00	1,282.11
51500 PAYROLL TAXES	3,035.92	3,500.00	10,926.20	10,500.00	426.20
51700 401K	3,207.39	2,625.00	7,778.05	7,875.00	(96.95)
51900 TEMPS/AGENCIES/OTHER	3,574.44	125.00	5,206.92	375.00	4,831.92
52000 PROFESSIONAL DEVELOP	108.00	208.33	183.00	625.03	(442.03)
52500 STAFF TRAV/EXP	45.00	208.33	343.05	625.03	(281.98)
Total	56,227.09	55,333.32	167,805.39	166,000.08	1,805.31
53500 LESS EEP STAFFING	(1,660.00)	(1,660.00)	(5,007.00)	(4,980.00)	(27.00)
Total	54,567.09	53,673.32	162,798.39	161,020.08	1,778.31
54500 LEGAL EXPENSES	0.00	166.67	0.00	499.97	(499.97)
Total	0.00	166.67	0.00	499.97	(499.97)
55200 LESS EEP CONSULT	0.00	(5.00)	0.00	(15.00)	15.00
Total	0.00	161.67	0.00	484.97	(484.97)
ADMINISTRATIVE					
56000 OFFICE SPACE	4,356.00	4,416.67	13,068.00	13,249.97	(181.97)
56200 REIMB FOR STAFF TIME	4,000.00	4,000.00	12,000.00	12,000.00	0.00
56400 FINANCIAL AUDIT	0.00	250.00	0.00	750.00	(750.00)
56600 BON PERFORMANCE AUD	0.00	250.00	0.00	750.00	(750.00)

Unaudited

TNF - TPAPN
Income Statement
For the Three Months Ending September 30, 2009

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
56700 MATERIALS-OTH GROUPS	0.00	8.33	0.00	25.03	(25.03)
56800 TELEPHONE	1,023.40	1,083.33	3,220.91	3,250.03	(29.12)
56900 EQUIP -S/W- LEASE	301.00	375.00	903.00	1,125.00	(222.00)
57000 POSTAGE	245.16	583.33	1,851.74	1,750.03	101.71
57100 SHIPPING/DELIVERY/	0.00	33.33	47.23	100.03	(52.80)
57200 DUPLICATING	129.45	416.67	591.90	1,249.97	(658.07)
57300 BANK CHARGES	0.00	16.67	108.26	49.97	58.29
57400 SUPPLIES	66.99	333.33	234.49	1,000.03	(765.54)
57500 EQUIP/SW/FURNITURE	0.00	145.83	1,846.96	437.53	1,409.43
57600 DEPRECIATION	0.00	41.67	0.00	124.97	(124.97)
57700 INFORMATION TECHNLO	254.95	416.67	654.95	1,249.97	(595.02)
57800 EQUIP MAINTENANCE	0.00	41.67	0.00	124.97	(124.97)
58000 MISCELLANEOUS	28.17	66.67	406.46	199.97	206.49
58100 INSUR/LEGAL DEFENSE F	0.00	541.67	0.00	1,624.97	(1,624.97)
58600 RESOURCE LIBRARY	0.00	16.67	0.00	49.97	(49.97)
59600 COMMITTEES & BOARDS	0.00	208.33	0.00	625.03	(625.03)
Total	10,405.12	13,245.84	34,933.90	39,737.44	(4,803.54)
59800 LESS EEP ADMIN	(397.00)	(397.42)	(1,133.00)	(1,192.22)	59.22
Total	10,008.12	12,848.42	33,800.90	38,545.22	(4,744.32)
PARTICIPANT EXPENSE					
60600 FALL W/S- ADVOCATES	0.00	166.67	0.00	499.97	(499.97)
61000 SPRING W/S - ADVOCATE	0.00	166.67	0.00	499.97	(499.97)
Total	0.00	333.34	0.00	999.94	(999.94)
62400 PROGRAM MATERIALS	0.00	333.33	512.20	1,000.03	(487.83)
Total	0.00	333.33	512.20	1,000.03	(487.83)
62900 LESS EEP PROG MATER	0.00	(10.00)	(15.00)	(30.00)	15.00
Total	0.00	323.33	497.20	970.03	(472.83)
EDUCATION					
63600 TREATMENT PROVIDER	0.00	125.00	75.70	375.00	(299.30)
63800 EMPLOYER WORKSHOPS	0.00	166.67	470.08	499.97	(29.89)
64900 NRSNG SCHOOLS-EDUC M	0.00	41.67	0.00	124.97	(124.97)
Total	0.00	333.34	545.78	999.94	(454.16)
68400 EDUC-MATERIALS/BROC	0.00	125.00	0.00	375.00	(375.00)
Total	0.00	125.00	0.00	375.00	(375.00)
69900 LESS EEP EDUC MATE	0.00	(10.00)	0.00	(30.00)	30.00
Total	0.00	115.00	0.00	345.00	(345.00)
Total	64,575.21	67,788.42	197,642.27	203,365.18	(5,722.91)
EXTENDED EVALUATION PROGRAM					
74000 EEP STAFFING	1,660.00	1,660.00	5,007.00	4,980.00	27.00
74200 EEP CONSULT	0.00	5.00	0.00	15.00	(15.00)
74400 EEP ADMIN	397.00	397.42	1,133.00	1,192.22	(59.22)
74800 EEP PROGRAM MATERIAL	0.00	10.00	15.00	30.00	(15.00)
75000 EEP EDUCATION	0.00	10.00	0.00	30.00	(30.00)

Unaudited

TNF - TPAPN
Income Statement
For the Three Months Ending September 30, 2009

	<u>Current Month Actual</u>	<u>Current Month Budget</u>	<u>Year to Date Actual</u>	<u>Year to Date Budget</u>	<u>Year to Date Variance</u>
Total	2,057.00	2,082.42	6,155.00	6,247.22	(92.22)
Total Expenses	66,632.21	69,870.84	203,797.27	209,612.40	(5,815.13)
Net Income or Loss	\$ 9,792.79	\$ 2,291.67	\$ (50,335.27)	\$ 6,875.01	(57,210.28)

Unaudited

TNF - TPAPN
BALANCE SHEET
OCTOBER 31, 2009

ASSETS

CASH & CASH EQUIVALENTS			
11100	WELLS FARGO-OPERATING 3856	\$	92,354.98
11300	S/W SECURITIES-GOV'T FUND		680.17
			93,035.15
	TOTAL CASH & CASH EQUIVALENTS		93,035.15
INVESTMENTS			
			0.00
	TOTAL INVESTMENTS		0.00
ACCOUNTS RECEIVABLES			
12700	A/R-BOARD OF NURSING		60,740.00
13200	A/R OTHERS		17,550.00
			78,290.00
	TOTAL ACCOUNTS RECEIVABLE		78,290.00
PREPAIDS			
			0.00
	TOTAL PREPAIDS		0.00
			171,325.15
	TOTAL CURRENT ASSETS		171,325.15
PROPERTY AND EQUIPMENT			
15000	FURNITURE & EQUIPMENT		90,078.85
15100	ACCUMULATED DEPRECIATION		(90,078.85)
			0.00
	TOTAL PROPERTY AND EQUIPMENT		0.00
			171,325.15
	TOTAL ASSETS	\$	171,325.15

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES			
20900	A/P-MONTH END	\$	3,863.00
21200	A/P-TNF		3,000.00
21500	ACCRUED EXPENSES		27,412.00
21600	VOIDED CHECKS		757.86
			35,032.86
	TOTAL CURRENT LIABILITIES		35,032.86
NET ASSETS			
29400	BOD DESIGNATED:LEGAL/INS		40,000.00
30200	WIND-DOWN:AVAILABLE		151,764.44
	NET INCOME OF <LOSS> TO DATE		(55,472.15)
			136,292.29
	TOTAL NET ASSETS		136,292.29
			171,325.15
	TOTAL LIABILITIES & NET ASSETS	\$	171,325.15

UNAUDITED

TNF - TPAPN
Income Statement
For the Four Months Ending October 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	\$ 60,740.00	\$ 56,770.83	\$ 167,375.00	\$ 227,083.36	(59,708.36)
40600 INTEREST	0.00	166.67	0.00	666.64	(666.64)
40700 DONATIONS	0.00	25.00	78.00	100.00	(22.00)
40900 VERIFICATIONS	0.00	12.50	0.00	50.00	(50.00)
41000 SPONSORS	0.00	291.67	0.00	1,166.64	(1,166.64)
41100 NCPS, INC. - SPONSORS	0.00	166.67	0.00	666.64	(666.64)
41200 PARTIC FEE:RN-BD ORDE	500.00	2,666.67	11,500.00	10,666.64	833.36
41300 PARTIC/LAB FEE:RN/LVN	8,210.00	8,250.00	33,010.00	33,000.00	10.00
41400 PARTIC FEE:RN-MI	400.00	500.00	2,459.00	2,000.00	459.00
41500 PARTIC FEE:LVN-BD ORD	700.00	1,250.00	5,550.00	5,000.00	550.00
41700 PARTIC FEE:LVN-MI	0.00	100.00	300.00	400.00	(100.00)
42500 EMPLOYER W/S-INCOME	0.00	333.33	250.00	1,333.36	(1,083.36)
42700 SPONSORS-TRMT W/S	0.00	133.33	0.00	533.36	(533.36)
42900 EXHIBITS	0.00	166.67	0.00	666.64	(666.64)
43400 INFORMATION MATERIAL	0.00	4.17	0.00	16.64	(16.64)
43500 EMPLOYER INSERVICE	0.00	250.00	0.00	1,000.00	(1,000.00)
Total	70,550.00	71,087.51	220,522.00	284,349.92	(63,827.92)
45000 EXTEND EVAL-LAB FEES	500.00	450.00	1,740.00	1,800.00	(60.00)
45100 EXTEND EVAL PARTIC FE	0.00	625.00	2,250.00	2,500.00	(250.00)
Total	500.00	1,075.00	3,990.00	4,300.00	(310.00)
Total Income	71,050.00	72,162.51	224,512.00	288,649.92	(64,137.92)
Expenses					
STAFFING					
50500 COMPENSATION	43,228.64	43,833.33	173,515.70	175,333.36	(1,817.66)
50800 HLTH/LIFE INSURANCE	3,174.50	4,583.33	14,223.50	18,333.32	(4,109.82)
51000 DENTAL EXP	0.00	250.00	2,032.11	1,000.00	1,032.11
51500 PAYROLL TAXES	3,989.05	3,500.00	14,915.25	14,000.00	915.25
51700 401K	2,152.97	2,625.00	9,931.02	10,500.00	(568.98)
51900 TEMPS/AGENCIES/OTHER	3,183.20	125.00	8,390.12	500.00	7,890.12
52000 PROFESSIONAL DEVELOP	637.00	208.33	820.00	833.36	(13.36)
52500 STAFF TRAV/EXP	343.17	208.33	686.22	833.36	(147.14)
Total	56,708.53	55,333.32	224,513.92	221,333.40	3,180.52
53500 LESS EEP STAFFING	(1,701.00)	(1,660.00)	(6,708.00)	(6,640.00)	(68.00)
Total	55,007.53	53,673.32	217,805.92	214,693.40	3,112.52
54500 LEGAL EXPENSES	0.00	166.67	0.00	666.64	(666.64)
Total	0.00	166.67	0.00	666.64	(666.64)
55200 LESS EEP CONSULT	0.00	(5.00)	0.00	(20.00)	20.00
Total	0.00	161.67	0.00	646.64	(646.64)
ADMINISTRATIVE					
56000 OFFICE SPACE	4,356.00	4,416.67	17,424.00	17,666.64	(242.64)
56200 REIMB FOR STAFF TIME	4,000.00	4,000.00	16,000.00	16,000.00	0.00
56400 FINANCIAL AUDIT	3,000.00	250.00	3,000.00	1,000.00	2,000.00
56600 BON PERFORMANCE AUD	0.00	250.00	0.00	1,000.00	(1,000.00)

Unaudited

TNF - TPAPN
Income Statement
For the Four Months Ending October 31, 2009

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
56700 MATERIALS-OTH GROUPS	0.00	8.33	0.00	33.36	(33.36)
56800 TELEPHONE	969.60	1,083.33	4,190.51	4,333.36	(142.85)
56900 EQUIP -S/W- LEASE	301.00	375.00	1,204.00	1,500.00	(296.00)
57000 POSTAGE	427.79	583.33	2,279.53	2,333.36	(53.83)
57100 SHIPPING/DELIVERY/	11.03	33.33	58.26	133.36	(75.10)
57200 DUPLICATING	204.40	416.67	796.30	1,666.64	(870.34)
57300 BANK CHARGES	1.41	16.67	109.67	66.64	43.03
57400 SUPPLIES	160.00	333.33	394.49	1,333.36	(938.87)
57500 EQUIP/SW/FURNITURE	0.00	145.83	1,846.96	583.36	1,263.60
57600 DEPRECIATION	0.00	41.67	0.00	166.64	(166.64)
57700 INFORMATION TECHNLO	200.00	416.67	854.95	1,666.64	(811.69)
57800 EQUIP MAINTENANCE	0.00	41.67	0.00	166.64	(166.64)
58000 MISCELLANEOUS	122.39	66.67	528.85	266.64	262.21
58100 INSUR/LEGAL DEFENSE F	5,361.00	541.67	5,361.00	2,166.64	3,194.36
58600 RESOURCE LIBRARY	0.00	16.67	0.00	66.64	(66.64)
59600 COMMITTEES & BOARDS	204.54	208.33	204.54	833.36	(628.82)
Total	19,319.16	13,245.84	54,253.06	52,983.28	1,269.78
59800 LESS EEP ADMIN	(397.00)	(397.42)	(1,530.00)	(1,589.64)	59.64
Total	18,922.16	12,848.42	52,723.06	51,393.64	1,329.42
PARTICIPANT EXPENSE					
60600 FALL W/S- ADVOCATES	159.19	166.67	159.19	666.64	(507.45)
61000 SPRING W/S - ADVOCATE	0.00	166.67	0.00	666.64	(666.64)
Total	159.19	333.34	159.19	1,333.28	(1,174.09)
62400 PROGRAM MATERIALS	0.00	333.33	512.20	1,333.36	(821.16)
Total	0.00	333.33	512.20	1,333.36	(821.16)
62900 LESS EEP PROG MATER	0.00	(10.00)	(15.00)	(40.00)	25.00
Total	0.00	323.33	497.20	1,293.36	(796.16)
EDUCATION					
63600 TREATMENT PROVIDER	0.00	125.00	75.70	500.00	(424.30)
63800 EMPLOYER WORKSHOPS	0.00	166.67	470.08	666.64	(196.56)
64900 NRSNG SCHOOLS-EDUC M	0.00	41.67	0.00	166.64	(166.64)
Total	0.00	333.34	545.78	1,333.28	(787.50)
68400 EDUC-MATERIALS/BROC	0.00	125.00	0.00	500.00	(500.00)
Total	0.00	125.00	0.00	500.00	(500.00)
69900 LESS EEP EDUC MATE	0.00	(10.00)	0.00	(40.00)	40.00
Total	0.00	115.00	0.00	460.00	(460.00)
Total	74,088.88	67,788.42	271,731.15	271,153.60	577.55
EXTENDED EVALUATION PROGRAM					
74000 EEP STAFFING	1,701.00	1,660.00	6,708.00	6,640.00	68.00
74200 EEP CONSULT	0.00	5.00	0.00	20.00	(20.00)
74400 EEP ADMIN	397.00	397.42	1,530.00	1,589.64	(59.64)
74800 EEP PROGRAM MATERIAL	0.00	10.00	15.00	40.00	(25.00)
75000 EEP EDUCATION	0.00	10.00	0.00	40.00	(40.00)

Unaudited

TNF - TPAPN
Income Statement
For the Four Months Ending October 31, 2009

	<u>Current Month Actual</u>	<u>Current Month Budget</u>	<u>Year to Date Actual</u>	<u>Year to Date Budget</u>	<u>Year to Date Variance</u>
Total	2,098.00	2,082.42	8,253.00	8,329.64	(76.64)
Total Expenses	76,186.88	69,870.84	279,984.15	279,483.24	500.91
Net Income or Loss	\$ (5,136.88)	\$ 2,291.67	\$ (55,472.15)	\$ 9,166.68	(64,638.83)

Unaudited

TNF - TPAPN
BALANCE SHEET
NOVEMBER 30, 2009

ASSETS

CASH & CASH EQUIVALENTS			
11100	WELLS FARGO-OPERATING 3856	\$	100,945.20
11300	S/W SECURITIES-GOV'T FUND		680.17
			<u> </u>
	TOTAL CASH & CASH EQUIVALENTS		101,625.37
INVESTMENTS			
			<u> </u>
	TOTAL INVESTMENTS		0.00
ACCOUNTS RECEIVABLES			
12700	A/R-BOARD OF NURSING		56,068.00
13200	A/R OTHERS		15,950.00
			<u> </u>
	TOTAL ACCOUNTS RECEIVABLE		72,018.00
PREPAIDS			
			<u> </u>
	TOTAL PREPAIDS		0.00
			<u> </u>
	TOTAL CURRENT ASSETS		173,643.37
PROPERTY AND EQUIPMENT			
15000	FURNITURE & EQUIPMENT		90,078.85
15100	ACCUMULATED DEPRECIATION		(90,078.85)
			<u> </u>
	TOTAL PROPERTY AND EQUIPMENT		0.00
			<u> </u>
	TOTAL ASSETS	\$	<u><u>173,643.37</u></u>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES			
20900	A/P-MONTH END	\$	5,472.99
21200	A/P-TNF		3,000.00
21500	ACCRUED EXPENSES		28,363.00
21600	VOIDED CHECKS		757.86
			<u> </u>
	TOTAL CURRENT LIABILITIES		37,593.85
NET ASSETS			
29400	BOD DESIGNATED:LEGAL/INS		40,000.00
30200	WIND-DOWN:AVAILABLE		151,764.44
	NET INCOME OF <LOSS> TO DATE		(55,714.92)
			<u> </u>
	TOTAL NET ASSETS		136,049.52
			<u> </u>
	TOTAL LIABILITIES & NET ASSETS	\$	<u><u>173,643.37</u></u>

UNAUDITED

TNF - TPAPN
Income Statement
For the Five Months Ending November 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	\$ 56,068.00	\$ 56,770.83	\$ 223,443.00	\$ 283,854.19	(60,411.19)
40600 INTEREST	0.00	166.67	0.00	833.31	(833.31)
40700 DONATIONS	0.00	25.00	78.00	125.00	(47.00)
40900 VERIFICATIONS	0.00	12.50	0.00	62.50	(62.50)
41000 SPONSORS	0.00	291.67	0.00	1,458.31	(1,458.31)
41100 NCPS, INC. - SPONSORS	0.00	166.67	0.00	833.31	(833.31)
41200 PARTIC FEE:RN-BD ORDE	1,000.00	2,666.67	12,500.00	13,333.31	(833.31)
41300 PARTIC/LAB FEE:RN/LVN	6,880.00	8,250.00	39,890.00	41,250.00	(1,360.00)
41400 PARTIC FEE:RN-MI	(75.00)	500.00	2,384.00	2,500.00	(116.00)
41500 PARTIC FEE:LVN-BD ORD	0.00	1,250.00	5,550.00	6,250.00	(700.00)
41700 PARTIC FEE:LVN-MI	0.00	100.00	300.00	500.00	(200.00)
42500 EMPLOYER W/S-INCOME	0.00	333.33	250.00	1,666.69	(1,416.69)
42700 SPONSORS-TRMT W/S	0.00	133.33	0.00	666.69	(666.69)
42900 EXHIBITS	0.00	166.67	0.00	833.31	(833.31)
43400 INFORMATION MATERIAL	0.00	4.17	0.00	20.81	(20.81)
43500 EMPLOYER INSERVICE	0.00	250.00	0.00	1,250.00	(1,250.00)
Total	63,873.00	71,087.51	284,395.00	355,437.43	(71,042.43)
45000 EXTEND EVAL-LAB FEES	360.00	450.00	2,100.00	2,250.00	(150.00)
45100 EXTEND EVAL PARTIC FE	750.00	625.00	3,000.00	3,125.00	(125.00)
Total	1,110.00	1,075.00	5,100.00	5,375.00	(275.00)
Total Income	64,983.00	72,162.51	289,495.00	360,812.43	(71,317.43)
Expenses					
STAFFING					
50500 COMPENSATION	42,312.64	43,833.33	215,828.34	219,166.69	(3,338.35)
50800 HLTH/LIFE INSURANCE	3,174.50	4,583.33	17,398.00	22,916.65	(5,518.65)
51000 DENTAL EXP	0.00	250.00	2,032.11	1,250.00	782.11
51500 PAYROLL TAXES	1,365.69	3,500.00	16,280.94	17,500.00	(1,219.06)
51700 401K	2,166.29	2,625.00	12,097.31	13,125.00	(1,027.69)
51900 TEMPS/AGENCIES/OTHER	1,166.28	125.00	9,556.40	625.00	8,931.40
52000 PROFESSIONAL DEVELOP	0.00	208.33	820.00	1,041.69	(221.69)
52500 STAFF TRAV/EXP	0.00	208.33	686.22	1,041.69	(355.47)
Total	50,185.40	55,333.32	274,699.32	276,666.72	(1,967.40)
53500 LESS EEP STAFFING	(1,505.00)	(1,660.00)	(8,213.00)	(8,300.00)	87.00
Total	48,680.40	53,673.32	266,486.32	268,366.72	(1,880.40)
54500 LEGAL EXPENSES	0.00	166.67	0.00	833.31	(833.31)
Total	0.00	166.67	0.00	833.31	(833.31)
55200 LESS EEP CONSULT	0.00	(5.00)	0.00	(25.00)	25.00
Total	0.00	161.67	0.00	808.31	(808.31)
ADMINISTRATIVE					
56000 OFFICE SPACE	4,356.00	4,416.67	21,780.00	22,083.31	(303.31)
56200 REIMB FOR STAFF TIME	4,000.00	4,000.00	20,000.00	20,000.00	0.00
56400 FINANCIAL AUDIT	0.00	250.00	3,000.00	1,250.00	1,750.00
56600 BON PERFORMANCE AUD	0.00	250.00	0.00	1,250.00	(1,250.00)

Unaudited

TNF - TPAPN
Income Statement
For the Five Months Ending November 30, 2009

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
56700 MATERIALS-OTH GROUPS	0.00	8.33	0.00	41.69	(41.69)
56800 TELEPHONE	913.94	1,083.33	5,104.45	5,416.69	(312.24)
56900 EQUIP -S/W- LEASE	301.00	375.00	1,505.00	1,875.00	(370.00)
57000 POSTAGE	388.07	583.33	2,667.60	2,916.69	(249.09)
57100 SHIPPING/DELIVERY/	56.84	33.33	115.10	166.69	(51.59)
57200 DUPLICATING	725.02	416.67	1,521.32	2,083.31	(561.99)
57300 BANK CHARGES	0.00	16.67	109.67	83.31	26.36
57400 SUPPLIES	0.30	333.33	394.79	1,666.69	(1,271.90)
57500 EQUIP/SW/FURNITURE	299.99	145.83	2,146.95	729.19	1,417.76
57600 DEPRECIATION	0.00	41.67	0.00	208.31	(208.31)
57700 INFORMATION TECHNLO	200.00	416.67	1,054.95	2,083.31	(1,028.36)
57800 EQUIP MAINTENANCE	0.00	41.67	0.00	208.31	(208.31)
58000 MISCELLANEOUS	166.00	66.67	694.85	333.31	361.54
58100 INSUR/LEGAL DEFENSE F	0.00	541.67	5,361.00	2,708.31	2,652.69
58600 RESOURCE LIBRARY	0.00	16.67	0.00	83.31	(83.31)
59600 COMMITTEES & BOARDS	798.00	208.33	1,002.54	1,041.69	(39.15)
Total	12,205.16	13,245.84	66,458.22	66,229.12	229.10
59800 LESS EEP ADMIN	(366.00)	(397.42)	(1,896.00)	(1,987.06)	91.06
Total	11,839.16	12,848.42	64,562.22	64,242.06	320.16
PARTICIPANT EXPENSE					
60600 FALL W/S- ADVOCATES	2,198.46	166.67	2,357.65	833.31	1,524.34
61000 SPRING W/S - ADVOCATE	0.00	166.67	0.00	833.31	(833.31)
Total	2,198.46	333.34	2,357.65	1,666.62	691.03
62400 PROGRAM MATERIALS	386.29	333.33	898.49	1,666.69	(768.20)
Total	386.29	333.33	898.49	1,666.69	(768.20)
62900 LESS EEP PROG MATER	(12.00)	(10.00)	(27.00)	(50.00)	23.00
Total	374.29	323.33	871.49	1,616.69	(745.20)
EDUCATION					
63600 TREATMENT PROVIDER	250.46	125.00	326.16	625.00	(298.84)
63800 EMPLOYER WORKSHOPS	0.00	166.67	470.08	833.31	(363.23)
64900 NRSNG SCHOOLS-EDUC M	0.00	41.67	0.00	208.31	(208.31)
Total	250.46	333.34	796.24	1,666.62	(870.38)
68400 EDUC-MATERIALS/BROC	0.00	125.00	0.00	625.00	(625.00)
Total	0.00	125.00	0.00	625.00	(625.00)
69900 LESS EEP EDUC MATE	0.00	(10.00)	0.00	(50.00)	50.00
Total	0.00	115.00	0.00	575.00	(575.00)
Total	63,342.77	67,788.42	335,073.92	338,942.02	(3,868.10)
EXTENDED EVALUATION PROGRAM					
74000 EEP STAFFING	1,505.00	1,660.00	8,213.00	8,300.00	(87.00)
74200 EEP CONSULT	0.00	5.00	0.00	25.00	(25.00)
74400 EEP ADMIN	366.00	397.42	1,896.00	1,987.06	(91.06)
74800 EEP PROGRAM MATERIAL	12.00	10.00	27.00	50.00	(23.00)
75000 EEP EDUCATION	0.00	10.00	0.00	50.00	(50.00)

Unaudited

TNF - TPAPN
Income Statement
For the Five Months Ending November 30, 2009

	<u>Current Month Actual</u>	<u>Current Month Budget</u>	<u>Year to Date Actual</u>	<u>Year to Date Budget</u>	<u>Year to Date Variance</u>
Total	1,883.00	2,082.42	10,136.00	10,412.06	(276.06)
Total Expenses	<u>65,225.77</u>	<u>69,870.84</u>	<u>345,209.92</u>	<u>349,354.08</u>	<u>(4,144.16)</u>
Net Income or Loss	<u>\$ (242.77)</u>	<u>\$ 2,291.67</u>	<u>\$ (55,714.92)</u>	<u>\$ 11,458.35</u>	<u>(67,173.27)</u>

Unaudited

TPAPN ADVISORY COMMITTEE MINUTES 09/04/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
<p>Members Present: Patricia Brown, Federal Patrick Charlton, Advocate Comm. Cayla DeMoss, TAVNE Rich Dudley, Employer Rep. Jane Harmon, Mental Health Julie Matthews, TNSA Henrietta Vann, LVNAT Sharon Wilkerson, TOBGNE</p> <p>Staff Present: Michael Van Doren (MVD), PD Leah Lambracht, POC</p> <p>Guest Present: Chad Kreiger</p> <p>Absent: Thelma Davis, LVNAT (Committee Chair) Julie DeNofa, Treatment Provider Cyndi Golden, TANA Clair B. Jordan, Exec. Dir. TNA/TNF Corrine Pollard, LTC Anna Pearl Rains, TNF Kathie Rickman, Recovering Nurse Susan Sportsman, TNA/TNF VACANT, TONE VACANT, TOADN VACANT, BON</p> <p>I. Call to Order: 9:35 am A. Quorum</p>	<p>A. Quorum met</p>	

TPAPN ADVISORY COMMITTEE MINUTES 09/04/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
B. Introductions	B. Everyone gave a little update and welcomed new members from TNSA and TAVNE	
C. Review of Agenda	C. Agenda reviewed and accepted	
D. Review/Approval of 3/6/09 minutes	D. Minutes reviewed and accepted	
II. Old Business	II. Old Bus.	
A. Updates on Committee vacancies	A. Still no members for TONE and TOADN, no updates on Anna Pearl, no visits from Susan Sportsman ever, Robbin has retired, BON is meeting soon and will get a new member	
B. Updates on motions from 3/6/09 meeting	B. Motions have been incorporated	
C. Review: 6/12/09 meeting cancelled due to lack of attendees	C. Reviewed need for attendance	
D. Review of committee officers/tenures and related needs	D. Patrick Charlton (Pat C) is Chair-elect	
E. Update on 3 rd party drug testing administrator/webcentric case mgmt, transition	E. Mike reviewed why we are changing from Athena due to lack of reaching the points promised. We have just switched to our new CaseNotes this week, partly due to the issues with	

TPAPN ADVISORY COMMITTEE MINUTES 09/04/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
<p>F. Administrative P & P review</p>	<p>getting the data we needed from Athena (TPAPN's former program). TPAPN sincerely hopes that in a couple weeks we will be smoothly transitioned but Mike mentioned it is taking so much longer than ever expected to complete.</p> <p>F. The Mission, Vision and Philosophy have been changed to reflect the changes made in 2007. Mike reviewed the decline in referrals possibly due to the reporting changes; however the number of referrals seems to be picking back up again. The turn around from the BON is fast as they are bringing any referrals that they receive and deem appropriate for TPAPN to the weekly meetings. There is currently a lot of media coming mostly from CA that has been negative. Part of the issue has to do with the fact that the CA BON did not know who was in the alternative program. Our recommendation is that BON be informed of participants. Mike reviewed the self referral policy to inform the BON of self-referrals who are dismissed from TPAPN. As it stands now, the BON is only informed about 3rd party referrals. There may be a possibility that in the future we may need to contact employers that should have made a referral to force the referral. Mike reviewed the legal audit procedure and how Penny Burt will now be doing the Audit in the fall.</p>	

TPAPN ADVISORY COMMITTEE MINUTES 09/04/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
<p>III. New Business</p> <p>A. Program Update</p>	<p>III. New Bus.</p> <p>A. Good news: TPAPN received the BON bid along with an annual 75K increase for the program vis-à-vis the BON. Mike reviewed the 3rd Qtr report and the problems with obtaining reports and all of the issues related to data migration from our former webcentric software provider to our new provider, FirstLab. Referral numbers have increased some and signed participations are not complete at the time of the initial reporting. Completions have increased overall. CE activities were reviewed. Advocates are always crucial in that effort. At Good Shepherd we had two participants indicate that they wanted to become advocates. Mike reviewed his meeting with Baylor nursing executives: It was a good opportunity but since they have changed their policies to being very TPAPN resistant, he is not sure much good came from it. Once Connie Bowling left as nursing administrator of their psychiatric dept. and then the dept. closed, the policies became very stringent, they are not retaining identified nurses and not hiring as they used to, however, some of the Baylor facilities are still hiring and staying friendly. Rich mentioned that Methodist has always been very TPAPN friendly and open to second chances. To that end Mike mentioned the need to get our FAQ's online and get some</p>	

TPAPN ADVISORY COMMITTEE MINUTES 09/04/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
<p>B. Proposed Pilot Study of CRNAs</p>	<p>organizational testimonies online. Mike reviewed the cohort data based on nurses who were returned-to-work under TPAPN. The average for RN's for those years that completed was about 75% and 65% for LVN's. Education is still needed for the public to make them see that our numbers are very good.</p> <p>B. Mike reviewed the plan for the study and the reasons why we would like to put this in place. In TPAPN, CRNA's are not allowed to access anesthesia meds for a year and would likely benefit from simulation practice and a 360 assessment. The researchers at Scott and White, Hania Wehbe-Janek and Phyllis Tipton did apply for a NIDA grant but it was not fully approved. We are now applying to Scott and White Medical Center and the American Association of Nurse Anesthetists for possible grants. Pat B. said it would be a good thing in the eyes of the media since they are saying that nurses come back still cognitively impaired- some of the plan would be to give the participants a stipend to get to the institution and we hope to get other institutions on board- Did get some interest from other states- The plan is to present this proposal at IntNSA- Rich mentioned that he knows that AANA is very supported and asked about TANA, we have not had a representative at the meetings in a long time- Mike has talked with Jim Walker and would</p>	<p>B. Motion made by Jane Harmon for "The Advisory Committee to support the aims of the proposal to use a simulation-based program to support CRNAs re-entry into practice", seconded by Pat Brown, all approved.</p>

TPAPN ADVISORY COMMITTEE MINUTES 09/04/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
<p>C. Possible removal of Committee Members</p>	<p>like to get him on board- Mike would like a motion of support from the committee to state that they support this pilot- looking at a minimum 2 year study and then follow up report- making the change would not be too difficult to add to our requirements- we already have a general statement that APN's may be held to more stringent standards, typically APN's have better finances and are more able to make it to a central location if need be before other locations join in. The pilot may need to be extended to anesthesiologists to get numbers since we don't have great numbers of CRNA's in TPAPN- researchers think we would need a min. of 16.</p> <p>Jane made motion that the Advisory Committee supports the aims of the CRNA study, Pat B seconded, all approved. Pat C. asked if TPAPN would be funding this or if it would be strictly from the grant- Mike confirmed that it if it were to happen it would be grant money. Mike also went over who would be involved and their roles- Phyllis T. and Mike developed a PowerPoint (PP) of the proposed study for their upcoming presentation on October 2 at the International Nurses Society on Addictions annual conference to be held in Albuquerque, NM. Mike will provide the will email the PP to Advisory Committee Members</p>	<p>C. Motion made by Jane Harmon to seek new TANA member, seconded by Patrick Charlton, all agreed.</p>

TPAPN ADVISORY COMMITTEE MINUTES 09/04/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
<p>D. Finance</p>	<p>C. TANA member has not been present to several meetings. We recently removed an LVNAT member for absences. Julie has been present via phone or in person. Corrine Pollard has not attended, but did let us know for the last meeting that she had valid reasons for being unavailable. Sharon suggested that we ask TANA for another representative. Our meetings are schedule in advance so people should be able to attend. Jane motioned for a new agenda item "C." to make a request for a new TANA representative"- Mike said we do not need to motion for the request to change as it is per administrative policy, but motioned for the change of C in the agenda and that we will pursue that change- seconded by Patrick Charlton, all approved. Mike will contact Cyndi first. And then request TANA to appoint a new member.</p> <p>D. Mike reviewed last year's budget and this year's budget with the need to renew our reserves. Due to the need to build the reserves, we had to lay off one assistant. Amira Lagerstrom resigned and we have replaced her with a temp to hire. Amira worked really hard with the CaseNotes system. Katy Davila has taken Amira's position as CMA II. Things have been busy dealing with everything with one less assistant. Mike got the draft income statement this morning and has not</p>	

TPAPN ADVISORY COMMITTEE MINUTES 09/04/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
	<p>copied it, but will supply it. As far as the budget goes, we will be unable to do any compensation increases. We have a little money for temps. Professional development and travel have been halved. Our office space is a large cost for us, but at least it didn't increase. Admin, legal and financial fees have not increased- though we currently are without a full-time HR. Our phone and postage costs have gone down. TPAPN plans to save some money by sending program packets electronically to save on postage as one packet costs over \$4.00 and we send close to 500 a year. Our committees and boards have a very modest amount allocated to them; we have gone from a two day workshop to a one day and we are hoping to get at least two other one day workshops via the sponsorship of space and possibly food from treatment centers in Houston and Dallas. We dropped from 9K for each 2day workshop to 2K each. We will no longer be able to provide stipends to advocates and will not be able to have speakers. Mike talked about the telecommuting being postponed; we approached the Foundation about it. Our plan would be to assemble P & P for approval by TNF BOD and then pilot it. However TNA/TNF is now looking at the issue for the whole of TNA and it corporate entities so things are on hold. Pat B, asked what the financial benefit would be, Mike doesn't foresee any significant savings immediately but over time we could see savings</p>	

TPAPN ADVISORY COMMITTEE MINUTES 09/04/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
<p>E. Strategic Plan 2009 update</p>	<p>by having a decrease in physical space/overhead. TPAPN had planned to give some of office space to another corporate entity under TNA the Nurse Aide Competency and Evaluation Services (NACES) but ended up trading spaces so in the end TPAPN ended up with the same amount of office space.</p> <p>E. The plan hasn't changed too much, we are working to give better support of participants as some complaints were made to the BON about the support and friendliness of Case Managers. Ideally lowering caseloads would help to give more time to each participant and enable a more pro-active stance by the individual case managers. To that end, TPAPN is making efforts to manage caseload size– not to overextend into what we cannot reasonably monitor. TPAPN recently talked with Bridge to Recovery about facilitated support groups. The Bridge is a local online treatment program specializing in online support for people for a year or more after treatment. TPAPN tried to work on something like this in the past but we were expected to financially support the efforts but with Bridges we would not need to give the financial start up support- Pat B. thinks something similar would be good as an orientation piece for Nurse Managers. The Treatment Provider Workshop held this past June went very well and we have decided to do the workshop in 2010 (after having worked with The Right Step</p>	

TPAPN ADVISORY COMMITTEE MINUTES 09/04/2009 – TNF/TNA Conference Room, Austin, TX

TOPIC	DISCUSSION/RATIONALE	ACTION
<p>V. Announcements A. November 13, Advocate Training Workshop</p> <p>VI. Adjournment</p> <p>VII. Respectfully Submitted: Leah Lambracht</p> <p>VIII. Reviewed by: Advisory Committee</p>	<p>necessary!)</p> <p>V. Announcements A. November 13 Advocate Training, one in spring and treatment provider workshop but no official date set yet - likely the last Friday in June.</p> <p>B. Oct. 2 TOADN conference at Omni South</p> <p>VI. Meeting adjourned @1:30pm</p>	

Extended Evaluation Program (EEP) Outcomes • 1st Quarter FY 2010 (Supplement to TPAPN's 1st Quarter - 12/15/09 - Report to the TX BON)

This summary data report is provided as a late submission to supplement TPAPN's 1st quarter report previously provided to the BON and dated 12/15/09. This report provides EEP outcomes to date for the first quarter of fiscal year (FY) 2010 and as compared to the 4th quarter of the previous FY (2009) as well as compared to the same (1st) quarter of last FY - see **Table 1** below. EEP outcomes for the first quarter of 2010 are significantly decreased compared to the other quarters compared to. It is too soon however to determine if the recent outcomes are indicative of any real trend. It will be necessary to track outcomes for the entire FY 2010 to ascertain any genuine trend(s).

The time periods for the quarters reported are the same as the BON's, i.e., 1st Quarter FY '10 represents data collected between 9/1/09 to 11/30/09. All numbers represent individual nurses with no duplicate events included, e.g., separate referrals received on the same individual are counted as only one referral. Data provided is dependent upon data entered at the time this report is generated. Quarterly data are updated with every subsequent report to the BON.

"*EEP Referrals*" represent all nurses who were deemed likely to be appropriate for EEP participation. The BON then determines which referrals (those received by the BON itself and those received directly by TPAPN) are "*Eligible for EEP Participation,*" with those received by TPAPN directly being reviewed by the BON at the weekly 3rd party referral review meetings. Participation is voluntary for each nurse in question. TPAPN must receive a "*Signed EEP Participation Agreement*" and initiation fee in order to count a nurse as an EEP participant. Nurses who choose not to participate in EEP are dismissed and reported to the BON. Some nurses, by virtue of an initial, positive diagnosis for substance abuse or by virtue of a relapse having occurred during their EEP participation may be counted as "*EEP Participants who are Converted to TPAPN Participation*" - once again if the nurse chooses to participate in TPAPN. Participation is voluntary and those unwilling to participate in TPAPN are dismissed to the BON. The last outcome reported represents all nurses who "*Successfully Completed EEP.*" Successful completion is noted to the participant by letter and telephone conversation from EEP and represents 12 calendar months of negative random drug tests, 6 months of nursing practice - a minimum of 64 hours per month and submission of all required paper work.

Table 1: EEP Outcomes

Outcome Type	1 st Qtr FY 2010	4 th Qtr FY 2009	1 st Qtr FY 2009
EEP Referrals	5	14	13
Eligible for EEP Participation	4	12	9
Signed EEP Participation	2	11	9
EEP Participants who are converted to TPAPN Participation	0	1	0

**Extended Evaluation Program (EEP) Outcomes • 1st Quarter FY 2010
(Supplement to TPAPN's 1st Quarter - 12/15/09 - Report to the TX BON)**

Successfully Completed EEP	8	8	4
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