



TPAPN's mission

To offer nurses life-renewing opportunities from substance use disorders and certain psychiatric disorders with the aim of returning nurses back to safe nursing practice thereby protecting the public and promoting professional accountability.

Texas Peer Assistance Program for Nurses
FY 2012 1st QUARTER REPORT
to
THE TEXAS BOARD OF NURSING
December 15, 2011

Texas Peer Assistance Program for Nurses

www.tpapn.org

Helpline: 8002885528;

Business: 5124677027;

Fax: 5124672620

A project of the Texas Nurses Foundation

INTRODUCTION

This report provides an accounting of the Texas Peer Assistance for Nurses Program's outcomes and activities to the Texas Board of Nursing (BON) for the first quarter, September 1, 2011 through November 30, 2011, of the BON's 2012 fiscal/operating year. All outcomes except fiscal activity are reported based upon the BON's fiscal/operating year (9/1 – 8/31). TPAPN's fiscal year is based on the Texas Nurses Foundation's FY (7/1 – 6/30). This report is divided into the following four centers of activity: *Client* (nurses referred as well for those pending/participating over the quarter); *Outreach* (formal education and other outreach activities of the program); *Administrative* (recaps significant operational activities); and *Fiscal* (summary of the program's financials). Requests of the BON by TPAPN comprise the final section of this report. TPAPN has no requests of the BON at this time.

CLIENT ACTIVITIES

1. **Referrals by Referral Source & Nurse Type** – Refer to *Graphic 1*, page 3, represents all nurses who have been referred to TPAPN for possible participation during the quarter, accounting for three basic nurse types: APRN, LVN and RN, and by source of referral. As occurred during last FY (2011), the total numbers referred for the first quarter of this FY appear to be low (123). Last FY's referrals per quarter were as follows: 1st Qtr: 128, 2nd Qtr: 132, 3rd Qtr: 154, 4th Qtr: 132. TPAPN will continue to monitor referrals for trending purposes. The numbers of LVNs and RNs referred, including APRNs, closely reflected the state-wide percentage of licensees: approximately 25% for LVNs and 75% for RNs.
 - a. **“Self-Referred:”** 21 for the quarter: 0 APRNs, 2 LVNs and 19 RNs.
 - b. **“Non-BON referred:”** nurses referred directly to TPAPN who were not reported to TPAPN via the BON initially: 1 APRN, 12 LVNs and 27 RNs.
 - c. **“BON Referred:”** represents third-party referrals received by TPAPN *from the BON*: 0 APRNs, 10 LVNs and 24 RNs.
 - d. **“Board Ordered:”** 0 APRNs, 3 LVNs and 16 RNs.
 - e. **“EEP”** (Extended Evaluation Program) referrals: 0 APRNs, 4 LVNs, 5 RNs. (Nurses eligible for EEP are pre-approved by the BON).

2) **Active Cases by Nurse Type** – Refer to *Graphic 2*, page 4. This graphic represents the number of nurses the program has actively worked with during the 13 weeks of the first quarter. Actively worked with means both nurses who are eligible for participation and have yet to sign and those who have already signed participation with TPAPN or EEP and are progressing through the program. The average number of total active cases was 577 for the first quarter of FY 2012. For comparison purposes, the average number of active cases for all of FY 2011 was 584.

OUTREACH ACTIVITIES

- 9/22 – 24: TPAPN Program Director attended and presented at the (Texas) Accountants Confidential Assistance Network (ACAN), Santa Fe, NM.
- 9/30: 5.5 contact hr. CE activity, “When Nurses Crash and Burn: Advancing Patient Safety by Recognizing and Managing Nurses with Substance Abuse and Psychiatric Disorders in the Workplace.” Hosted/sponsored by The Right Step, Beaumont, TX.
- 10/14: 1 hour break-out session presented to Texas Society of Health and Human Resource Administrators and Educators’ (TSHHRAE) conference, San Antonio, TX.
- 10/28: Exhibition at the Licensed Vocational Nurse Association of Texas’ fall conference, Round Rock, TX.
- Cancelled the workshop from June rescheduled for November 11 in Houston, for Treatment Providers entitled “Improving Assessment & Treatment Outcomes for Professionals in Texas Peer Assistance Programs” due to low registration numbers.

ADMINISTRATIVE ACTIVITIES

- 9/1: Revised TPAPN forms and Participant Handbook, including revised terms of participation went into effect.
- 9/2: Held a regularly scheduled business meeting of the TPAPN Advisory Committee.
- 9/8 and ongoing: Weekly teleconferences with Kirk Cizerle, CEO of Recovery Trek, LLC, regarding TPAPN transitioning to and piloting the RecoveryTrek webcentric drug testing and case management system.
- 9/13: Attended meeting for staff of the Texas Nurses Association regarding revised personnel policies.
- 9/16: Five TPAPN Case Managers and Program Director attended the 4th Annual Addiction Symposium "Walking the Tightrope of Chronic Pain Management," Austin, TX.
- 9/22: Three TPAPN Case Managers attended the Texas Nurses Association’s 11th Annual Leadership Conference, Austin, TX.
- 10/3: Program Director provided testimony for BON at SOAH.
- 11/11: Program Director met with the new Practice Director for TNA, Therese Clinch, MSN, RN, for orientation to TPAPN.
- 11/21: Program Director and Counsel for Texas Nurses Association met with Deborah Hiser, attorney with Brown McCarroll, regarding providing TPAPN with a HIPAA audit and recommendations.

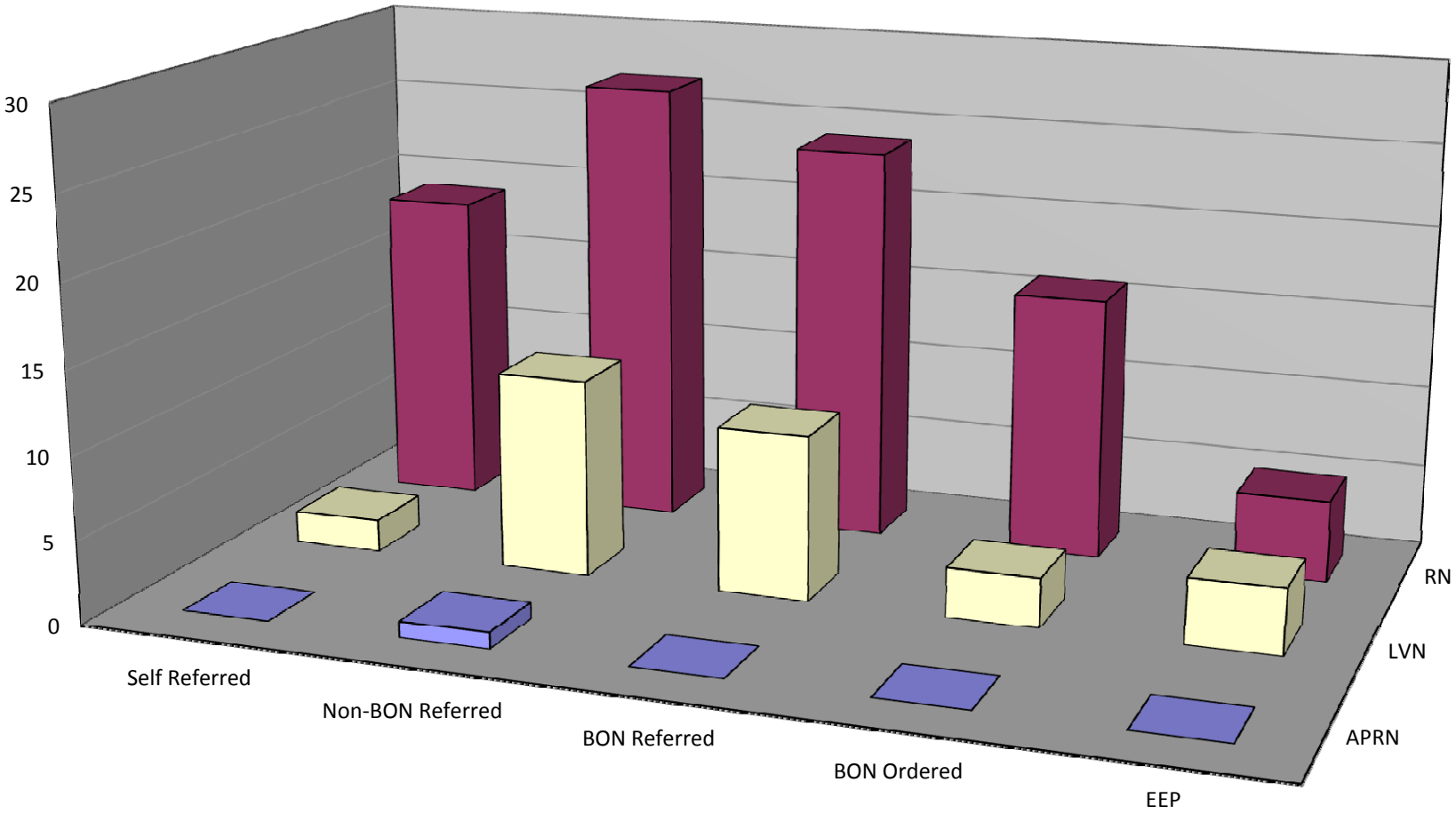
FISCAL ACTIVITIES

- The *DRAFT* income and balance statements for the three months comprising the BON’s 1st quarter are included in this report as **ATTACHMENT C**, 12 pages.
- By first quarter’s end, TPAPN was approximately \$28,000 under in budgeted income, primarily as a result of the difference in fiscal years between the BON and TNF and the resulting difference in income early on (@ \$21,000). TPAPN was approximately \$16,000 under in budgeted expenses, leaving the program a negative balance of \$12,000 as of the end of November.

REQUESTS OF THE BON

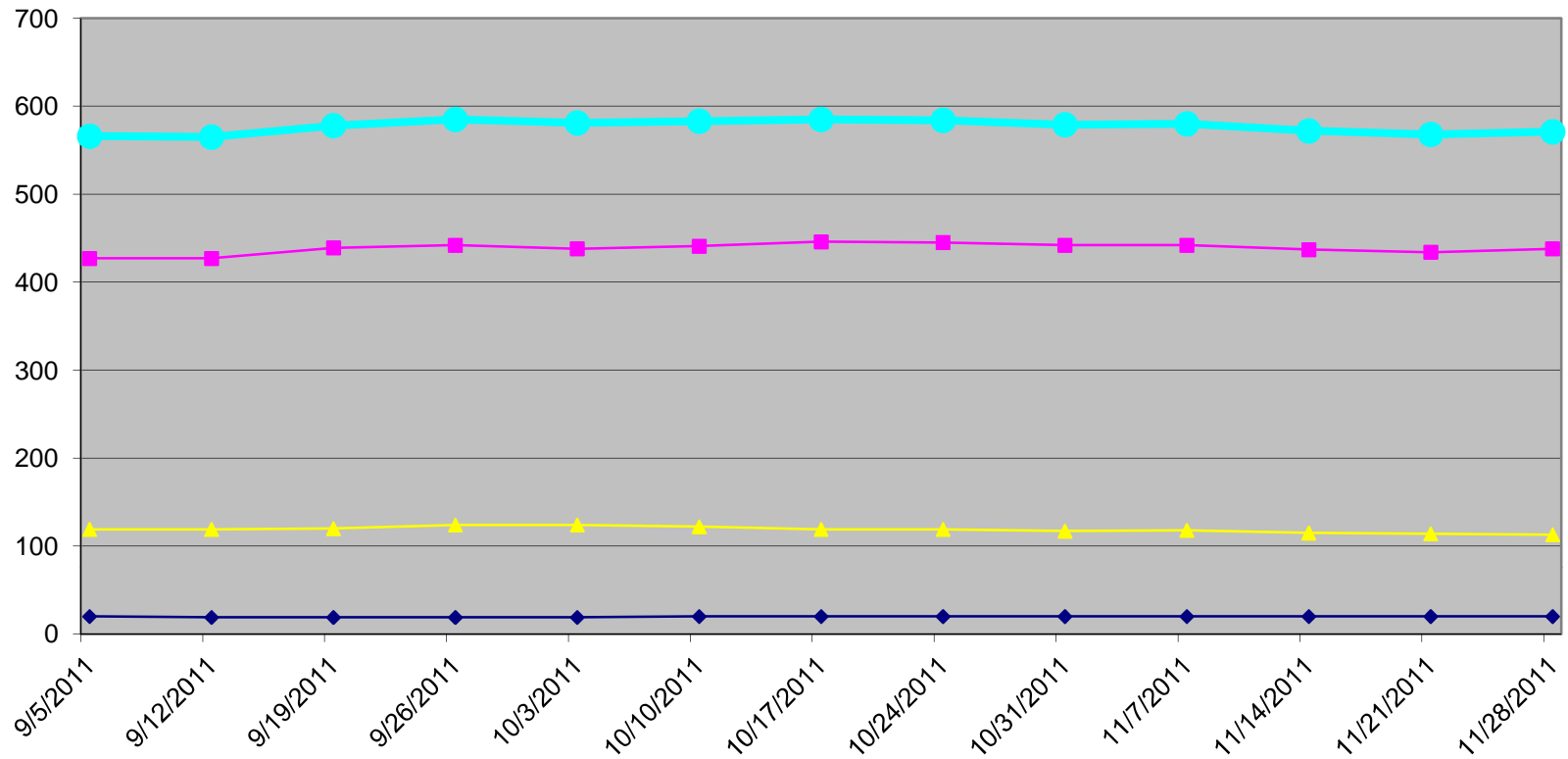
TPAPN has no requests of the BON at this time.

Referrals by Referral Source and Nurse Type 1st Quarter FY'12



	Self Referred	Non-BON Referred	BON Referred	BON Ordered	EEP
APRN	0	1	0	0	0
LVN	2	12	10	3	4
RN	19	27	24	16	5

Active Cases by Nurse Type 1st Quarter FY'12



	09/05/11	09/12/11	09/19/11	09/26/11	10/03/11	10/10/11	10/17/11	10/24/11	10/31/11	11/07/11	11/14/11	11/21/11	11/28/11
■ RN	427	427	439	442	438	441	446	445	442	442	437	434	438
▲ LVN	119	119	120	124	124	122	119	119	117	118	115	114	113
◆ APRN	20	19	19	19	19	20	20	20	20	20	20	20	20
● Total	566	565	578	585	581	583	585	584	579	580	572	568	571

TNF - TPAPN
BALANCE SHEET
SEPTEMBER 30, 2011

ASSETS

CASH & CASH EQUIVALENTS			
11100	WELLS FARGO-OPERATING 3856	\$	100,671.17
11400	OPPENHEIMER-M M FUNDS-2565		45,795.96
			146,467.13
	TOTAL CASH & CASH EQUIVALENTS		146,467.13
INVESTMENTS			
11900	OPPENHEIMER-C D 2565		99,954.00
			99,954.00
	TOTAL INVESTMENTS		99,954.00
ACCOUNTS RECEIVABLES			
12700	A/R-BOARD OF NURSING		61,408.00
13200	A/R OTHERS		25,146.45
			86,554.45
	TOTAL ACCOUNTS RECEIVABLE		86,554.45
PREPAIDS			
14000	PREPAIDS		4,000.00
			4,000.00
	TOTAL PREPAIDS		4,000.00
			336,975.58
	TOTAL CURRENT ASSETS		336,975.58
PROPERTY AND EQUIPMENT			
15000	FURNITURE & EQUIPMENT		92,686.78
15100	ACCUMULATED DEPRECIATION		(91,631.85)
			1,054.93
	TOTAL PROPERTY AND EQUIPMENT		1,054.93
			338,030.51
	TOTAL ASSETS	\$	338,030.51

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES			
20900	A/P-MONTH END	\$	1,801.00
21500	ACCRUED EXPENSES		30,766.00
21600	VOIDED CHECKS		807.86
			33,374.86
	TOTAL CURRENT LIABILITIES		33,374.86
NET ASSETS			
29400	BOD DESIGNATED:LEGAL/INS		40,000.00
30500	UNDESIGNATED		278,661.30
	NET INCOME OF <LOSS> TO DATE		(14,005.65)
			304,655.65
	TOTAL NET ASSETS		304,655.65
			338,030.51
	TOTAL LIABILITIES & NET ASSETS	\$	338,030.51

TNF - TPAPN
Income Statement
For the Three Months Ending September 30, 2011

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
Income					
40200 BOARD OF NURSING	\$ 61,408.00	\$ 55,416.67	\$ 140,226.00	\$ 166,250.01	(26,024.01)
40600 INTEREST	37.90	0.00	(33.30)	0.00	(33.30)
40700 DONATIONS	0.00	166.67	0.00	500.01	(500.01)
41000 SPONSORS	0.00	666.67	0.00	2,000.01	(2,000.01)
41100 FIRST LAB, INC- SPONSOR	0.00	125.00	0.00	375.00	(375.00)
41200 PARTIC FEE:RN-BD ORDE	3,000.00	3,916.67	13,000.00	11,750.01	1,249.99
41300 PARTIC/LAB FEE:RN/LVN	11,160.00	10,000.00	32,880.00	30,000.00	2,880.00
41400 PARTIC FEE:RN-MI	70.00	260.00	395.00	780.00	(385.00)
41500 PARTIC FEE:LVN-BD ORD	700.00	1,283.33	1,225.00	3,849.99	(2,624.99)
41700 PARTIC FEE:LVN-MI	0.00	130.00	0.00	390.00	(390.00)
42500 WORKSHOPS - INCOME	0.00	333.33	4,540.22	999.99	3,540.23
42800 TREATMENT PROV W/S	0.00	250.00	0.00	750.00	(750.00)
42900 EXHIBITS	0.00	83.33	0.00	249.99	(249.99)
Total	76,375.90	72,631.67	192,232.92	217,895.01	(25,662.09)
45000 EXTEND EVAL-LAB FEES	384.00	660.00	1,116.00	1,980.00	(864.00)
45100 EXTEND EVAL PARTIC FE	750.00	729.17	2,000.00	2,187.51	(187.51)
Total	1,134.00	1,389.17	3,116.00	4,167.51	(1,051.51)
Total Income	77,509.90	74,020.84	195,348.92	222,062.52	(26,713.60)
Expenses					
STAFFING					
50500 COMPENSATION	47,033.04	46,250.00	138,256.90	138,750.00	(493.10)
50800 HLTH/LIFE INSURANCE	3,922.96	4,500.00	11,768.88	13,500.00	(1,731.12)
50900 W C INSURANCE	0.00	250.00	0.00	750.00	(750.00)
51000 DENTAL EXP	178.40	333.33	771.58	999.99	(228.41)
51500 PAYROLL TAXES	4,105.67	3,833.33	9,271.08	11,499.99	(2,228.91)
51700 401K	2,485.22	2,635.42	8,646.44	7,906.26	740.18
51900 TEMPS/AGENCIES/OTHER	47.83	250.00	92.78	750.00	(657.22)
52000 PROFESSIONAL DEVELOP	0.00	250.00	788.00	750.00	38.00
52500 STAFF TRAV/EXP	0.00	166.67	0.00	500.01	(500.01)
Total	57,773.12	58,468.75	169,595.66	175,406.25	(5,810.59)
53500 LESS EEP STAFFING	(1,733.00)	(1,754.08)	(5,088.00)	(5,262.24)	174.24
Total	56,040.12	56,714.67	164,507.66	170,144.01	(5,636.35)
Total	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
ADMINISTRATIVE					
56000 OFFICE SPACE	4,356.00	4,416.67	13,068.00	13,250.01	(182.01)
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)
56700 MATERIALS-OTH GROUPS	0.00	8.33	0.00	24.99	(24.99)
56800 TELEPHONE	1,027.93	1,041.67	2,858.55	3,125.01	(266.46)
56900 EQUIP- LEASE	275.00	300.00	825.00	900.00	(75.00)
57000 POSTAGE	569.69	541.67	1,515.92	1,625.01	(109.09)
57100 SHIPPING/DELIVERY/	0.00	25.00	0.00	75.00	(75.00)

TNF - TPAPN
Income Statement
For the Three Months Ending September 30, 2011

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
57200 DUPLICATING	386.76	266.67	1,293.14	800.01	493.13
57300 BANK CHARGES	0.00	16.67	73.61	50.01	23.60
57400 SUPPLIES	190.98	166.67	350.49	500.01	(149.52)
57500 EQUIP/SW/FURNITURE	0.00	250.00	457.30	750.00	(292.70)
57600 DEPRECIATION	0.00	41.67	0.00	125.01	(125.01)
57700 INFORMATION TECHNLO	250.00	291.67	750.00	875.01	(125.01)
57800 EQUIP MAINTENANCE	0.00	16.67	0.00	50.01	(50.01)
58000 MISCELLANEOUS	82.06	83.33	141.77	249.99	(108.22)
58100 INSUR/LEGAL DEFENSE F	0.00	458.33	5,183.00	1,374.99	3,808.01
58600 RESOURCE LIBRARY	0.00	25.00	0.00	75.00	(75.00)
59600 COMMITTEES & BOARDS	260.00	166.67	260.00	500.01	(240.01)
Total	11,398.42	12,366.69	38,776.78	37,100.07	1,676.71
59800 LESS EEP ADMIN	(342.00)	(371.00)	(1,163.00)	(1,113.00)	(50.00)
Total	11,056.42	11,995.69	37,613.78	35,987.07	1,626.71
PARTICIPANT EXPENSE					
60400 ADVOCATES TRAINING	0.00	83.33	0.00	249.99	(249.99)
60600 FALL W/S- ADVOCATES	0.00	41.67	0.00	125.01	(125.01)
61000 SPRING W/S - ADVOCATE	0.00	833.33	339.75	2,499.99	(2,160.24)
Total	0.00	958.33	339.75	2,874.99	(2,535.24)
62400 PROGRAM MATERIALS	0.00	166.67	136.00	500.01	(364.01)
Total	0.00	166.67	136.00	500.01	(364.01)
62900 LESS EEP PROG MATER	0.00	(5.00)	(4.00)	(15.00)	11.00
Total	0.00	161.67	132.00	485.01	(353.01)
EDUCATION					
63800 WORKSHOPS-EXPENSES	274.95	333.33	343.39	999.99	(656.60)
63900 LIAISON	0.00	125.00	0.00	375.00	(375.00)
64900 NRSNG SCHOOLS-EDUC M	0.00	291.67	0.00	875.01	(875.01)
Total	274.95	750.00	343.39	2,250.00	(1,906.61)
68400 EDUC-MATERIALS/BROC	0.00	333.33	0.00	999.99	(999.99)
68800 EDUC-EXHIBIT	0.00	41.67	116.99	125.01	(8.02)
Total	0.00	375.00	116.99	1,125.00	(1,008.01)
69900 LESS EEP EDUC MATE	0.00	(33.75)	(4.00)	(101.25)	97.25
Total	0.00	341.25	112.99	1,023.75	(910.76)
Total	67,371.49	70,921.61	203,049.57	212,764.83	(9,715.26)
EXTENDED EVALUATION PROGRAM					
74000 EEP STAFFING	1,733.00	1,754.08	5,088.00	5,262.24	(174.24)
74400 EEP ADMIN	342.00	371.00	1,209.00	1,113.00	96.00
74800 EEP PROGRAM MATERIAL	0.00	5.00	4.00	15.00	(11.00)
75000 EEP EDUCATION	0.00	33.75	4.00	101.25	(97.25)
Total	2,075.00	2,163.83	6,305.00	6,491.49	(186.49)

TNF - TPAPN
Income Statement
For the Three Months Ending September 30, 2011

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
Total Expenses	69,446.49	73,085.44	209,354.57	219,256.32	(9,901.75)
Net Income or Loss	\$ 8,063.41	\$ 935.40	\$ (14,005.65)	\$ 2,806.20	(16,811.85)

TNF - TPAPN
BALANCE SHEET
OCTOBER 31, 2011

ASSETS

CASH & CASH EQUIVALENTS			
11100	WELLS FARGO-OPERATING 3856	\$	127,698.88
11400	OPPENHEIMER-M M FUNDS-2565		<u>45,796.72</u>
	TOTAL CASH & CASH EQUIVALENTS		173,495.60
INVESTMENTS			
11900	OPPENHEIMER-C D 2565		<u>99,984.00</u>
	TOTAL INVESTMENTS		99,984.00
ACCOUNTS RECEIVABLES			
12700	A/R-BOARD OF NURSING		59,250.00
13200	A/R OTHERS		<u>12,096.00</u>
	TOTAL ACCOUNTS RECEIVABLE		71,346.00
PREPAIDS			
14000	PREPAIDS		<u>4,000.00</u>
	TOTAL PREPAIDS		4,000.00
	TOTAL CURRENT ASSETS		<u>348,825.60</u>
PROPERTY AND EQUIPMENT			
15000	FURNITURE & EQUIPMENT		92,686.78
15100	ACCUMULATED DEPRECIATION		<u>(91,631.85)</u>
	TOTAL PROPERTY AND EQUIPMENT		1,054.93
	TOTAL ASSETS	\$	<u><u>349,880.53</u></u>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES			
20900	A/P-MONTH END	\$	1,832.00
21200	A/P-TNF		3,000.00
21500	ACCRUED EXPENSES		33,325.00
21600	VOIDED CHECKS		<u>807.86</u>
	TOTAL CURRENT LIABILITIES		38,964.86
NET ASSETS			
29400	BOD DESIGNATED:LEGAL/INS		40,000.00
30500	UNDESIGNATED		278,661.30
	NET INCOME OF <LOSS> TO DATE		<u>(7,745.63)</u>
	TOTAL NET ASSETS		<u>310,915.67</u>
	TOTAL LIABILITIES & NET ASSETS	\$	<u><u>349,880.53</u></u>

TNF - TPAPN
Income Statement
For the Four Months Ending October 31, 2011

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
Income					
40200 BOARD OF NURSING	\$ 59,250.00	\$ 55,416.67	\$ 199,476.00	\$ 221,666.68	(22,190.68)
40600 INTEREST	30.76	0.00	(2.54)	0.00	(2.54)
40700 DONATIONS	0.00	166.67	0.00	666.68	(666.68)
41000 SPONSORS	100.00	666.67	100.00	2,666.68	(2,566.68)
41100 FIRST LAB, INC- SPONSOR	0.00	125.00	0.00	500.00	(500.00)
41200 PARTIC FEE:RN-BD ORDE	2,500.00	3,916.67	15,500.00	15,666.68	(166.68)
41300 PARTIC/LAB FEE:RN/LVN	11,508.00	10,000.00	44,388.00	40,000.00	4,388.00
41400 PARTIC FEE:RN-MI	345.00	260.00	740.00	1,040.00	(300.00)
41500 PARTIC FEE:LVN-BD ORD	350.00	1,283.33	1,575.00	5,133.32	(3,558.32)
41700 PARTIC FEE:LVN-MI	100.00	130.00	100.00	520.00	(420.00)
42500 WORKSHOPS - INCOME	440.00	333.33	4,980.22	1,333.32	3,646.90
42800 TREATMENT PROV W/S	0.00	250.00	0.00	1,000.00	(1,000.00)
42900 EXHIBITS	0.00	83.33	0.00	333.32	(333.32)
Total	74,623.76	72,631.67	266,856.68	290,526.68	(23,670.00)
45000 EXTEND EVAL-LAB FEES	588.00	660.00	1,704.00	2,640.00	(936.00)
45100 EXTEND EVAL PARTIC FE	1,000.00	729.17	3,000.00	2,916.68	83.32
Total	1,588.00	1,389.17	4,704.00	5,556.68	(852.68)
Total Income	76,211.76	74,020.84	271,560.68	296,083.36	(24,522.68)
Expenses					
STAFFING					
50500 COMPENSATION	45,325.05	46,250.00	183,581.95	185,000.00	(1,418.05)
50800 HLTH/LIFE INSURANCE	3,922.96	4,500.00	15,691.84	18,000.00	(2,308.16)
50900 W C INSURANCE	0.00	250.00	0.00	1,000.00	(1,000.00)
51000 DENTAL EXP	178.40	333.33	949.98	1,333.32	(383.34)
51500 PAYROLL TAXES	3,624.66	3,833.33	12,895.74	15,333.32	(2,437.58)
51700 401K	2,505.17	2,635.42	11,151.61	10,541.68	609.93
51800 401K-FORFEITURE	(1,260.04)	0.00	(1,260.04)	0.00	(1,260.04)
51900 TEMPS/AGENCIES/OTHER	176.21	250.00	268.99	1,000.00	(731.01)
52000 PROFESSIONAL DEVELOP	0.00	250.00	788.00	1,000.00	(212.00)
52500 STAFF TRAV/EXP	0.00	166.67	0.00	666.68	(666.68)
Total	54,472.41	58,468.75	224,068.07	233,875.00	(9,806.93)
53500 LESS EEP STAFFING	(1,634.00)	(1,754.08)	(6,722.00)	(7,016.32)	294.32
Total	52,838.41	56,714.67	217,346.07	226,858.68	(9,512.61)
Total	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
ADMINISTRATIVE					
56000 OFFICE SPACE	4,356.00	4,416.67	17,424.00	17,666.68	(242.68)
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
56700 MATERIALS-OTH GROUPS	0.00	8.33	0.00	33.32	(33.32)
56800 TELEPHONE	879.83	1,041.67	3,738.38	4,166.68	(428.30)
56900 EQUIP- LEASE	275.00	300.00	1,100.00	1,200.00	(100.00)
57000 POSTAGE	495.56	541.67	2,011.48	2,166.68	(155.20)

TNF - TPAPN
Income Statement
For the Four Months Ending October 31, 2011

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
57100 SHIPPING/DELIVERY/	0.00	25.00	0.00	100.00	(100.00)
57200 DUPLICATING	545.20	266.67	1,838.34	1,066.68	771.66
57300 BANK CHARGES	62.00	16.67	135.61	66.68	68.93
57400 SUPPLIES	190.54	166.67	541.03	666.68	(125.65)
57500 EQUIP/SW/FURNITURE	60.39	250.00	517.69	1,000.00	(482.31)
57600 DEPRECIATION	0.00	41.67	0.00	166.68	(166.68)
57700 INFORMATION TECHNLO	250.00	291.67	1,000.00	1,166.68	(166.68)
57800 EQUIP MAINTENANCE	0.00	16.67	0.00	66.68	(66.68)
58000 MISCELLANEOUS	68.19	83.33	209.96	333.32	(123.36)
58100 INSUR/LEGAL DEFENSE F	0.00	458.33	5,183.00	1,833.32	3,349.68
58600 RESOURCE LIBRARY	15.00	25.00	15.00	100.00	(85.00)
59600 COMMITTEES & BOARDS	1,229.48	166.67	1,489.48	666.68	822.80
Total	15,427.19	12,366.69	54,203.97	49,466.76	4,737.21
59800 LESS EEP ADMIN	(463.00)	(371.00)	(1,626.00)	(1,484.00)	(142.00)
Total	14,964.19	11,995.69	52,577.97	47,982.76	4,595.21
PARTICIPANT EXPENSE					
60400 ADVOCATES TRAINING	0.00	83.33	0.00	333.32	(333.32)
60600 FALL W/S- ADVOCATES	36.50	41.67	36.50	166.68	(130.18)
61000 SPRING W/S - ADVOCATE	0.00	833.33	339.75	3,333.32	(2,993.57)
Total	36.50	958.33	376.25	3,833.32	(3,457.07)
62400 PROGRAM MATERIALS	0.00	166.67	136.00	666.68	(530.68)
Total	0.00	166.67	136.00	666.68	(530.68)
62900 LESS EEP PROG MATER	0.00	(5.00)	(4.00)	(20.00)	16.00
Total	0.00	161.67	132.00	646.68	(514.68)
EDUCATION					
63800 WORKSHOPS-EXPENSES	15.64	333.33	359.03	1,333.32	(974.29)
63900 LIAISON	0.00	125.00	0.00	500.00	(500.00)
64900 NRSG SCHOOLS-EDUC M	0.00	291.67	0.00	1,166.68	(1,166.68)
Total	15.64	750.00	359.03	3,000.00	(2,640.97)
68400 EDUC-MATERIALS/BROC	0.00	333.33	0.00	1,333.32	(1,333.32)
68800 EDUC-EXHIBIT	0.00	41.67	116.99	166.68	(49.69)
Total	0.00	375.00	116.99	1,500.00	(1,383.01)
69900 LESS EEP EDUC MATE	0.00	(33.75)	(4.00)	(135.00)	131.00
Total	0.00	341.25	112.99	1,365.00	(1,252.01)
Total	67,854.74	70,921.61	270,904.31	283,686.44	(12,782.13)
EXTENDED EVALUATION PROGRAM					
74000 EEP STAFFING	1,634.00	1,754.08	6,722.00	7,016.32	(294.32)
74400 EEP ADMIN	463.00	371.00	1,672.00	1,484.00	188.00
74800 EEP PROGRAM MATERIAL	0.00	5.00	4.00	20.00	(16.00)
75000 EEP EDUCATION	0.00	33.75	4.00	135.00	(131.00)
Total	2,097.00	2,163.83	8,402.00	8,655.32	(253.32)

TNF - TPAPN
Income Statement
For the Four Months Ending October 31, 2011

	<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 Expenses	69,951.74	73,085.44	279,306.31	292,341.76	(13,035.45)
Net Income or Loss	\$ <u>6,260.02</u>	\$ <u>935.40</u>	\$ <u>(7,745.63)</u>	\$ <u>3,741.60</u>	<u>(11,487.23)</u>

TNF - TPAPN
BALANCE SHEET
NOVEMBER 30, 2011

ASSETS

CASH & CASH EQUIVALENTS		
11100	WELLS FARGO-OPERATING 3856	\$ 124,319.43
11400	OPPENHEIMER-M M FUNDS-2565	145,822.26
		<hr/>
	TOTAL CASH & CASH EQUIVALENTS	270,141.69
INVESTMENTS		
		<hr/>
	TOTAL INVESTMENTS	0.00
ACCOUNTS RECEIVABLES		
12700	A/R-BOARD OF NURSING	56,175.00
13200	A/R OTHERS	22,776.00
		<hr/>
	TOTAL ACCOUNTS RECEIVABLE	78,951.00
PREPAIDS		
14000	PREPAIDS	4,000.00
		<hr/>
	TOTAL PREPAIDS	4,000.00
		<hr/>
	TOTAL CURRENT ASSETS	353,092.69
PROPERTY AND EQUIPMENT		
15000	FURNITURE & EQUIPMENT	92,686.78
15100	ACCUMULATED DEPRECIATION	(91,631.85)
		<hr/>
	TOTAL PROPERTY AND EQUIPMENT	1,054.93
		<hr/>
	TOTAL ASSETS	\$ 354,147.62
		<hr/> <hr/>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES		
20900	A/P-MONTH END	\$ 1,170.00
21200	A/P-TNF	3,000.00
21500	ACCRUED EXPENSES	38,189.00
21600	VOIDED CHECKS	807.86
		<hr/>
	TOTAL CURRENT LIABILITIES	43,166.86
NET ASSETS		
29400	BOD DESIGNATED:LEGAL/INS	40,000.00
30500	UNDESIGNATED	278,661.30
	NET INCOME OF <LOSS> TO DATE	(7,680.54)
		<hr/>
	TOTAL NET ASSETS	310,980.76
		<hr/>
	TOTAL LIABILITIES & NET ASSETS	\$ 354,147.62
		<hr/> <hr/>

TNF - TPAPN
Income Statement
For the Five Months Ending November 30, 2011

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
Income					
40200 BOARD OF NURSING	\$ 56,175.00	\$ 55,416.67	\$ 255,651.00	\$ 277,083.35	(21,432.35)
40600 INTEREST	41.54	0.00	39.00	0.00	39.00
40700 DONATIONS	0.00	166.67	0.00	833.35	(833.35)
41000 SPONSORS	0.00	666.67	100.00	3,333.35	(3,233.35)
41100 FIRST LAB, INC- SPONSOR	0.00	125.00	0.00	625.00	(625.00)
41200 PARTIC FEE:RN-BD ORDE	1,500.00	3,916.67	17,000.00	19,583.35	(2,583.35)
41300 PARTIC/LAB FEE:RN/LVN	10,248.00	10,000.00	54,636.00	50,000.00	4,636.00
41400 PARTIC FEE:RN-MI	0.00	260.00	740.00	1,300.00	(560.00)
41500 PARTIC FEE:LVN-BD ORD	350.00	1,283.33	1,925.00	6,416.65	(4,491.65)
41700 PARTIC FEE:LVN-MI	0.00	130.00	100.00	650.00	(550.00)
42500 WORKSHOPS - INCOME	0.00	333.33	4,980.22	1,666.65	3,313.57
42800 TREATMENT PROV W/S	0.00	250.00	0.00	1,250.00	(1,250.00)
42900 EXHIBITS	0.00	83.33	0.00	416.65	(416.65)
Total	68,314.54	72,631.67	335,171.22	363,158.35	(27,987.13)
45000 EXTEND EVAL-LAB FEES	432.00	660.00	2,136.00	3,300.00	(1,164.00)
45100 EXTEND EVAL PARTIC FE	750.00	729.17	3,750.00	3,645.85	104.15
Total	1,182.00	1,389.17	5,886.00	6,945.85	(1,059.85)
Total Income	69,496.54	74,020.84	341,057.22	370,104.20	(29,046.98)
Expenses					
STAFFING					
50500 COMPENSATION	46,920.56	46,250.00	230,502.51	231,250.00	(747.49)
50800 HLTH/LIFE INSURANCE	3,922.96	4,500.00	19,614.80	22,500.00	(2,885.20)
50900 W C INSURANCE	0.00	250.00	0.00	1,250.00	(1,250.00)
51000 DENTAL EXP	178.40	333.33	1,128.38	1,666.65	(538.27)
51500 PAYROLL TAXES	3,976.74	3,833.33	16,872.48	19,166.65	(2,294.17)
51700 401K	2,485.65	2,635.42	13,637.26	13,177.10	460.16
51800 401K-FORFEITURE	(1,242.18)	0.00	(2,502.22)	0.00	(2,502.22)
51900 TEMPS/AGENCIES/OTHER	0.00	250.00	268.99	1,250.00	(981.01)
52000 PROFESSIONAL DEVELOP	0.00	250.00	788.00	1,250.00	(462.00)
52500 STAFF TRAV/EXP	12.00	166.67	12.00	833.35	(821.35)
Total	56,254.13	58,468.75	280,322.20	292,343.75	(12,021.55)
53500 LESS EEP STAFFING	(1,688.00)	(1,754.08)	(8,410.00)	(8,770.40)	360.40
Total	54,566.13	56,714.67	271,912.20	283,573.35	(11,661.15)
Total	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
ADMINISTRATIVE					
56000 OFFICE SPACE	4,356.00	4,416.67	21,780.00	22,083.35	(303.35)
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
56700 MATERIALS-OTH GROUPS	0.00	8.33	0.00	41.65	(41.65)
56800 TELEPHONE	1,048.02	1,041.67	4,786.40	5,208.35	(421.95)
56900 EQUIP- LEASE	275.00	300.00	1,375.00	1,500.00	(125.00)
57000 POSTAGE	481.18	541.67	2,492.66	2,708.35	(215.69)

Unaudited

TNF - TPAPN
Income Statement
For the Five Months Ending November 30, 2011

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
57100 SHIPPING/DELIVERY/	0.00	25.00	0.00	125.00	(125.00)
57200 DUPLICATING	233.20	266.67	2,071.54	1,333.35	738.19
57300 BANK CHARGES	0.59	16.67	136.20	83.35	52.85
57400 SUPPLIES	286.81	166.67	827.84	833.35	(5.51)
57500 EQUIP/SW/FURNITURE	0.00	250.00	517.69	1,250.00	(732.31)
57600 DEPRECIATION	0.00	41.67	0.00	208.35	(208.35)
57700 INFORMATION TECHNLO	250.00	291.67	1,250.00	1,458.35	(208.35)
57800 EQUIP MAINTENANCE	0.00	16.67	0.00	83.35	(83.35)
58000 MISCELLANEOUS	53.02	83.33	262.98	416.65	(153.67)
58100 INSUR/LEGAL DEFENSE F	1,500.00	458.33	6,683.00	2,291.65	4,391.35
58600 RESOURCE LIBRARY	0.00	25.00	15.00	125.00	(110.00)
59600 COMMITTEES & BOARDS	1.14	166.67	1,490.62	833.35	657.27
Total	12,484.96	12,366.69	66,688.93	61,833.45	4,855.48
59800 LESS EEP ADMIN	(375.00)	(371.00)	(2,001.00)	(1,855.00)	(146.00)
Total	12,109.96	11,995.69	64,687.93	59,978.45	4,709.48
PARTICIPANT EXPENSE					
60400 ADVOCATES TRAINING	0.00	83.33	0.00	416.65	(416.65)
60600 FALL W/S- ADVOCATES	684.11	41.67	720.61	208.35	512.26
61000 SPRING W/S - ADVOCATE	0.00	833.33	339.75	4,166.65	(3,826.90)
Total	684.11	958.33	1,060.36	4,791.65	(3,731.29)
62400 PROGRAM MATERIALS	0.00	166.67	136.00	833.35	(697.35)
Total	0.00	166.67	136.00	833.35	(697.35)
62900 LESS EEP PROG MATER	0.00	(5.00)	(4.00)	(25.00)	21.00
Total	0.00	161.67	132.00	808.35	(676.35)
EDUCATION					
63800 WORKSHOPS-EXPENSES	8.25	333.33	367.28	1,666.65	(1,299.37)
63900 LIAISON	0.00	125.00	0.00	625.00	(625.00)
64900 NRSG SCHOOLS-EDUC M	0.00	291.67	0.00	1,458.35	(1,458.35)
Total	8.25	750.00	367.28	3,750.00	(3,382.72)
68400 EDUC-MATERIALS/BROC	0.00	333.33	0.00	1,666.65	(1,666.65)
68800 EDUC-EXHIBIT	0.00	41.67	116.99	208.35	(91.36)
Total	0.00	375.00	116.99	1,875.00	(1,758.01)
69900 LESS EEP EDUC MATE	0.00	(33.75)	(4.00)	(168.75)	164.75
Total	0.00	341.25	112.99	1,706.25	(1,593.26)
Total	67,368.45	70,921.61	338,272.76	354,608.05	(16,335.29)
EXTENDED EVALUATION PROGRAM					
74000 EEP STAFFING	1,688.00	1,754.08	8,410.00	8,770.40	(360.40)
74400 EEP ADMIN	375.00	371.00	2,047.00	1,855.00	192.00
74800 EEP PROGRAM MATERIAL	0.00	5.00	4.00	25.00	(21.00)
75000 EEP EDUCATION	0.00	33.75	4.00	168.75	(164.75)
Total	2,063.00	2,163.83	10,465.00	10,819.15	(354.15)

TNF - TPAPN
Income Statement
For the Five Months Ending November 30, 2011

	<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 Expenses	69,431.45	73,085.44	348,737.76	365,427.20	(16,689.44)
Net Income or Loss	\$ 65.09	\$ 935.40	\$ (7,680.54)	\$ 4,677.00	(12,357.54)