



ARIZONA STATE BOARD OF PHYSICAL THERAPY

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KAREN DONAHUE PT, DPT
Executive Director

August 13, 2021

The Honorable Douglas A. Ducey
State of Arizona
Office of the Governor
1700 West Washington Street
Phoenix, AZ 85007

Dear Governor Ducey,

The Arizona State Board of Physical Therapy hereby submits its budget for Fiscal Year 2023 for your consideration. The Board of Physical Therapy requests two additional funding considerations for Fiscal year 2023:

- A) Increase Board of Physical Therapy Staff FTE to 4.5 to accommodate for the significant growth in licenses, certifications, registrations and investigations.
- B) Increase Board of Physical Therapy Staff salaries 6%.

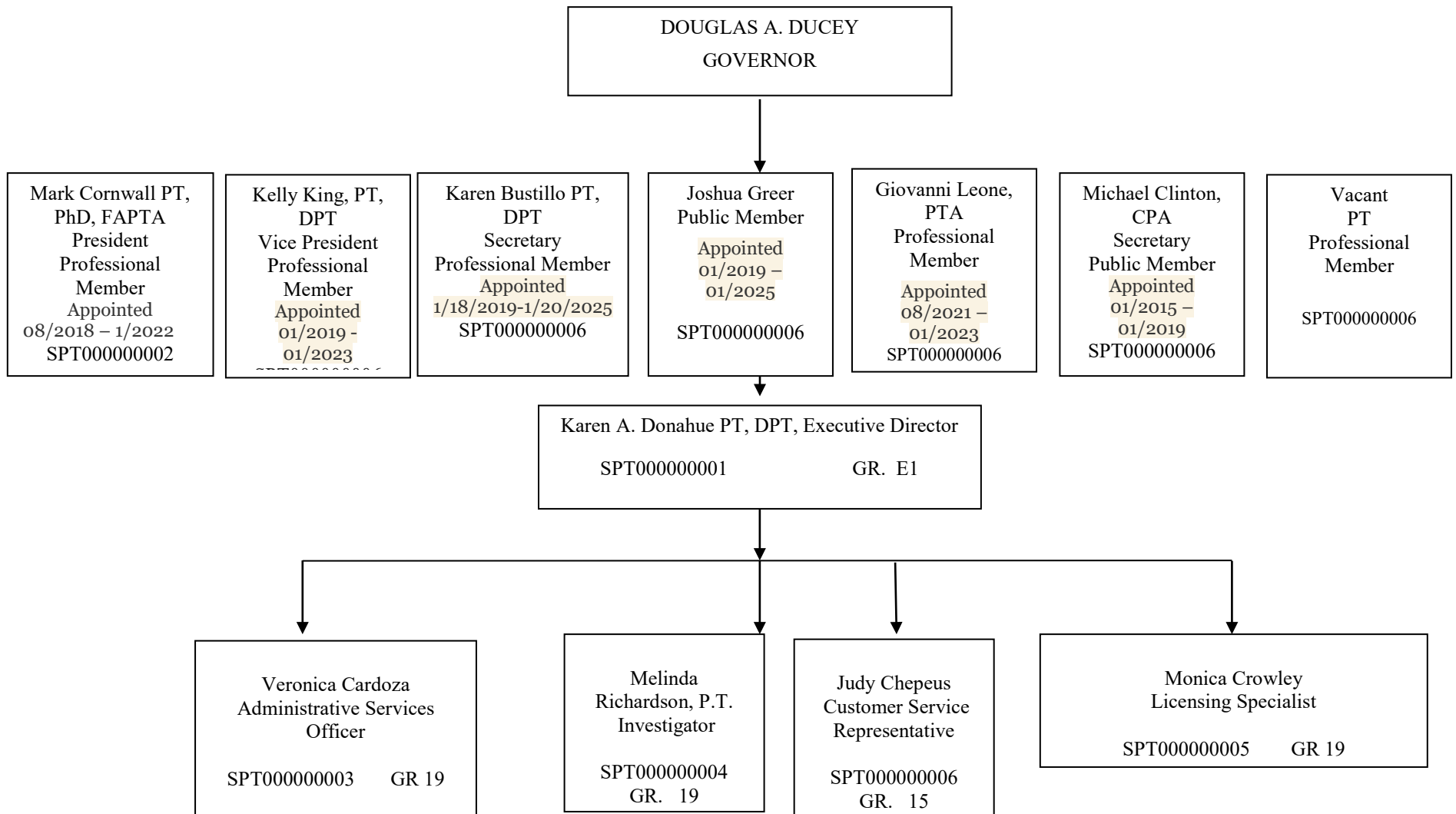
The agency has studied its needs and is confident in submission of the proposed budget. The agency has a stable reserve and does not anticipate the need to increase any fees to support this request for operational funding. Our projections show current fees will support the funding proposal for FY 2023.

Thank you for consideration of these submission. If you have any questions concerning this submission, please call me directly at (602) 274-1361.

Sincerely,

Karen Donahue PT, DPT
Executive Director

ARIZONA STATE BOARD OF PHYSICAL THERAPY ORGANIZATION CHART





State of Arizona Budget Request

State Agency

Board of Physical Therapy Examiners

A.R.S. Citation: **32-2001**

Appropriated Funds

	FY 2022 Approp	FY 2023 Fund. Issue	FY 2023 Total Budget
Total Amount Requested:	504.1	31.9	536.0
Physical Therapy Fund	504.1	31.9	536.0

Governor DUCEY:

This and the accompanying budget schedules, statements and explanatory information constitute the operating budget request for this agency for Fiscal Year 2023.

To the best of my knowledge all statements and explanations contained in the estimates submitted are true and correct.

Agency Head: **Karen Donahue**

Title: **Executive Director**

Karen Donahue 8/13/2021

(signature)

Phone: **(602) 274-1361**

Prepared By: **Karen Donahue**

Email Address: **karen.donahue@ptboard.az.gov**

Date Prepared: **Friday, August 13, 2021**

Total:	504.1	31.9	536.0
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Revenue Schedule

Agency:	Board of Physical Therapy Examiners
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Fund:	AA1000 General Fund
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AFIS Code	Category of Receipt and Description	FY 2021	FY 2022	FY 2023
4372	PUBLICATIONS AND REPRODUCTIONS	0.6	0.6	0.6
4415	OCCUPATIONAL AND PROFESSIONAL LICENSES	18.3	149.9	149.9
4417	REGULATORY LICENSES	96.8	0.0	0.0
4519	OTHER FINES OR FORFEITURES OR PENALTIES	8.9	0.0	0.0
4699	MISCELLANEOUS RECEIPTS	1.0	0.7	0.7
Fund Total:		125.6	151.2	151.2

Revenue Schedule

Agency: Board of Physical Therapy Examiners

Fund: PT2053 Physical Therapy Fund

AFIS Code	Category of Receipt and Description	FY 2021	FY 2022	FY 2023
4372	PUBLICATIONS AND REPRODUCTIONS	5.7	5.6	5.6
4415	OCCUPATIONAL AND PROFESSIONAL LICENSES	164.4	1,349.4	1,349.4
4417	REGULATORY LICENSES	871.5	0.0	0.0
4519	OTHER FINES OR FORFEITURES OR PENALTIES	16.1	0.0	0.0
4645	CREDIT CARD DISCOUNT FEES PAID	(0.2)	0.0	0.0
4699	MISCELLANEOUS RECEIPTS	12.3	6.6	6.6
Fund Total:		1,069.8	1,361.6	1,361.6

Board of Physical Therapy Revenue Justifications

Projected Income - Fiscal Year 2024

	90%	10%	Total
Publications (Directories) Based on 2020 Year (24*250)	\$ 5,400	\$ 600	\$ 6,000
Occupational Licenses (Based on 2020 applications)	\$ 242,775	\$ 26,975	\$ 269,750
<i>PT initial application fees (385 in September-June @ \$190)</i>	\$ 65,835	\$ 7,315	\$ 73,150
<i>PT initial application fees (570 July-August @ \$260)</i>	\$ 133,380	\$ 14,820	\$ 148,200
<i>PTA initial application fees (214 in September-June @ \$120)</i>	\$ 23,112	\$ 2,568	\$ 25,680
<i>PTA initial application fees (142 July-August @ \$160)</i>	\$ 20,448	\$ 2,272	\$ 22,720
Miscellaneous (Public Records/service requests) (Year 2020 489*15)	\$ 6,602	\$ 734	\$ 7,335
<i>Credit Card Fees</i>	\$ (12,450)	\$ (1,245)	\$ (13,695)
<i>Fines and Fees</i>	\$ 7,650	\$ 850	\$ 8,500
FY24 Totals	\$ 249,977	\$ 27,914	\$ 277,890

Projected Income - Fiscal Year 2023

	90%	10%	Total
Publications (Directories) Based on 2020 Year (25 *250)	\$ 5,625	\$ 625	\$ 6,250
Occupational Licenses	\$ 1,349,388	\$ 149,854	\$ 1,499,242
<i>PT initial application fees (405 in July & August @ \$190)</i>	\$ 69,255	\$ 7,695	\$ 76,950
<i>PT initial application fees (594 Sept-June @ \$260)</i>	\$ 138,996	\$ 15,444	\$ 154,440
<i>PTA initial application fees (152 in July & August @ \$120)</i>	\$ 20,844	\$ 2,316	\$ 23,160
<i>PTA initial application fees (186 Sept-June @ \$160)</i>	\$ 21,888	\$ 2,432	\$ 24,320
<i>PT renewal average increase 5% (6400*.05) (6720 @ \$160)</i>	\$ 967,680	\$ 107,520	\$ 1,075,200
<i>PTA renewal average increase 5%(2362*.05)(2480@ \$55)</i>	\$ 122,760	\$ 13,640	\$ 136,400
<i>PT reinstatement (20 @ \$260)</i>	\$ 7,020	\$ 702	\$ 7,722
<i>PTA reinstatement (10 @ \$105)</i>	\$ 945	\$ 105	\$ 1,050
Miscellaneous (Public Records/service requests) (Year 2020 489*15)	\$ 6,602	\$ 734	\$ 7,335
<i>Credit Card Fees</i>	\$ (12,450)	\$ (1,245)	\$ (13,695)
<i>Fines and Fees</i>	\$ 7,650	\$ 850	\$ 8,500
FY23 Totals	\$ 1,356,815	\$ 150,818	\$ 1,507,632

Sources and Uses of Funds

Agency:	Board of Physical Therapy Examiners
Fund:	PT2053 Physical Therapy Fund

Cash Flow Summary	Actual FY 2021	Estimate FY 2022	Estimate FY 2023
Balance Forward from Prior Year	1,132.9	1,698.6	2,556.1
Revenue (From Revenue Schedule)	1,069.8	1,361.6	1,361.6
Total Available	2,202.7	3,060.2	3,917.7
Total Appropriated Disbursements	504.1	504.1	536.0
Total Non-Appropriated Disbursements	0.0	0.0	0.0
Balance Forward to Next Year	1,698.6	2,556.1	3,381.7

Appropriated Expenditure	Actual FY 2021	Estimate FY 2022	Estimate FY 2023
Expenditure Categories			
Personal Services	245.7	200.8	223.6
Employee Related Expenses	96.9	97.6	106.7
Prof. And Outside Services	50.7	68.6	68.6
Travel - In State	0.1	2.1	2.1
Travel - Out of State	0.0	0.0	0.0
Food	0.0	0.0	0.0
Aid to Organizations and Individuals	0.0	0.0	0.0
Other Operating Expenses	98.0	130.0	130.0
Equipment	2.0	5.0	5.0
Capital Outlay	0.0	0.0	0.0
Debt Service	0.0	0.0	0.0
Cost Allocation	0.0	0.0	0.0
Transfers	0.0	0.0	0.0
Expenditure Categories Total:	493.4	504.1	536.0
Non-Lapsing Authority from Prior Years	0.0	0.0	0.0
Administrative Adjustments	10.7	0.0	0.0
Capital Projects (Land, Buildings,Improvements)	0.0	0.0	0.0
Appropriated 27th Pay Roll	0.0	0.0	0.0
Legislative Fund Transfers	0.0	0.0	0.0
IT Project Transfers	0.0	0.0	0.0
Appropriated Expenditure Total:	504.1	504.1	536.0
Appropriated FTE:	4.0	4.0	4.5

Fund Description

OSP: Revenues are from the fees, fines and other revenues received by the Board. They are used to license and regulate physical therapists and physical therapy assistants.

Funding Issues List

Agency: Board of Physical Therapy Examiners

FY 2023

Priority	Funding Issue Title	Total FTE	Total Amount	General Fund	Other Aprop. Funds	Non-App Funds
1	Increase in FTE	0.5	14.0	0.0	14.0	0.0
2	Increase in salary	0.0	17.9	0.0	17.9	0.0
Total:		0.5	31.9	0.0	31.9	0.0
Decision Package Total:		0.5	31.9	0.0	31.9	0.0

Funding Issue Detail

Agency: Board of Physical Therapy Examiners

Issue: 1 Increase in FTE

Program: Licensing and Regulation
Fund: PT2053-A Physical Therapy Fund (Appropriated)

Calculated ERE: \$7.20
Uniform Allowance: \$0.00

Expenditure Categories	FY 2023
FTE	0.5
Personal Services	10.0
Employee Related Expenses	4.0
Subtotal Personal Services and ERE:	14.0
Professional & Outside Services	0.0
Travel In-State	0.0
Travel Out-of-State	0.0
Food	0.0
Aid to Organizations & Individuals	0.0
Other Operating Expenditures	0.0
Equipment	0.0
Capital Outlay	0.0
Debt Services	0.0
Cost Allocation	0.0
Transfers	0.0
Program / Fund Total:	14.0

Issue: 2 Increase in salary

Program: Licensing and Regulation
Fund: PT2053-A Physical Therapy Fund (Appropriated)

Calculated ERE: \$2.90
Uniform Allowance: \$0.00

Expenditure Categories	FY 2023
FTE	0.0
Personal Services	12.8
Employee Related Expenses	5.1
Subtotal Personal Services and ERE:	17.9
Professional & Outside Services	0.0
Travel In-State	0.0
Travel Out-of-State	0.0
Food	0.0
Aid to Organizations & Individuals	0.0
Other Operating Expenditures	0.0
Equipment	0.0
Capital Outlay	0.0
Debt Services	0.0
Cost Allocation	0.0
Transfers	0.0
Program / Fund Total:	17.9

Board of Physical Therapy Funding Issue 2
FY 2023 Increase in FTE

Summary:

The Board of Physical Therapy requests an 6% increase of salary for all Board of Physical Therapy Employees. The Board of Physical Therapy staff has not experienced a raise since 2019, due to budget restraints. In August 2021, the consumer price index rose 5.4% over the previous 12 months. This essentially means that the salary of staff is reduced in purchasing power due to the rise in prices of most commodities as compared to 2019. Additional funding to secure permanent raises for all staff is essential to maintaining the institutional knowledge and expertise of the Board of Physical Therapy.

Description of issue:

The Board of Physical Therapy currently actively regulates over 10,000 physical therapist licenses, physical therapist assistant certifications and business registrations. The Board manages 205-300 pending applications daily, receives over 70 phone calls per day while investigating up to 50 complaints per year. All of these services are provided by 5 dedicated, professional and expert staff. The combined total of years of employment with the Board exceeds 40 years. Each member of the Board of Physical Therapy team demonstrates invaluable knowledge of the scope and breadth of physical therapy, laws, application process and can effectively communicate their knowledge to the public, licensee and certificate holders with accuracy and precision.

Impact of not funding this fiscal year:

Due to a \$12,600 reduction in 2022 fund allocation to the Board of Physical Therapy, the Executive Director is unable to internally shift funding to fund any raises to staff. There is a potential, if raises are not realized to offset the raise in the consumer price index, that staff will seek other employment that will afford them the ability to maintain or exceed their monetary expectations. Departure of seasoned and well trained staff would significantly impair the operations of the Board of Physical Therapy.

The Board is self-funded with a reserve of over 1.6 million. The Board of Physical Therapy does not receive any general fund allocations. The Board of Physical Therapy projects an increase in revenue of \$250,000 in 2023 as compared to actuals received in 2020. The Executive Director believes that this funding could be allocated without a need to increase fees.

Requested Permanent Raise increase to staff:

Total Requested Allocation: \$17,921

Board of Physical Therapy Funding Issue 1

FY 2023 Increase in FTE

Summary:

The Board of Physical Therapy requests an increase of .5 FTE to increase total Board of Physical Therapy FTE to 4.5 FTE. The Board of Physical Therapy currently operates with a four (4) FTE allocation for five (5) employees. The investigator and the customer services representative split one (1) FTE; each at .5 FTE. The increase in FTE will be utilized to increase both the investigator and customer services representative positions to .75 FTE. The Board of Physical Therapy actively manages 10,079 licenses, certificates and registrations in 2020.

Description of issue:

The Board of Physical Therapy currently actively regulates over 10,000 individuals (increase 30% from 2018). The Board receives, on average, one complaint per week to be fully investigated and adjudicated by the Board. With the investigator limited to 20 hours per week, appropriate due process and adjudication of many complaints tend to exceed the 180-day timeline recommendation for resolution.

In 2020, the Board of Physical Therapy opened, investigated and adjudicated 49 complaints. The complaints filed over the past 3 years have become more complex and involve a significant increase in the breadth and depth of the investigative resources and time. The average number of days between the opening of the complaint and adjudication was 139.

- 13 complaints exceeded the 180-day recommendation
- 6 complaints exceeded 300 days
- 2 complaints continue to be investigated and have not been brought to the Board for review and adjudication
- 2 cases were referred to DOJ for criminal investigation for Medicaid/Medicare fraud following Formal Hearing proceedings
- 2 licenses were revoked at Formal Hearing
- 3 cases involved allegations of sexual misconduct with a patient

By increasing the hours per week to 30 for the investigator, the Board of physical Therapy will be better positioned to protect the public against physical therapists and physical therapist assistants who actions fall below the standard of the law in an efficient and effective manner. It is expected that the number of complaints will continue to rise each year as a) more physical therapists and physical therapist assistants engage in practice within the State of Arizona and; b) the public is more sensitive to potential violations of law and more willing to report these violations. The workload for investigation of complaints is anticipated projected to increase 5% annually over the next 5 years.

The Board of Physical Therapy hired a Customer Services Representative in FY 2019 due to a dramatic increase in applications for licensure and certification and to guarantee that calls placed to the Board of Physical Therapy would be answered, by a live person, during regular working hours in order to better serve the public and our applicants. The Board of Physical Therapy receives over 70 calls per day. Applications for initial license of physical therapists increased 37% and increased 34% for physical therapist assistants since 2018. Renewal applications increased 19% for physical therapist and 17% for physical therapist assistants since 2018. The Board staff are managing 250-300 pending applications daily. The Customer Service Representative intakes all phone calls from 8am to 2pm currently due to the 20 hour per week restriction. The Board is requesting expansion of the hours to 30 hours to increase the phone coverage to 4pm Monday-Friday. The Customer service representative is also assisting with webpage management and development; salesforce modifications to applications and service requests and special projects as directed by the Executive Director. This position has proved invaluable to be able to provide effective and efficient communication and services to the public, stakeholders and licensee/certificate holders.

Impact of not funding this fiscal year:

The Board of Physical Therapy is attempting to meet the adjudication timeframes for complaints investigated and adjudicated within 180 days. Failure to provide the additional funding will result in continued delay of case adjudication and potentially produce harm to the public due to delay in due process for both the public and the complainant. Further, in order to meet the increase in overall workload, which has increased 30% in the past 3 years, the Board of Physical Therapy requires increase in staffing hours. The current workload is in excess of the current allocated 4 FTE. Failure to increase the FTE by .5 will limit the Board of Physical to be able to continue to provide effective and efficient services to the citizens of Arizona.

Due to a \$12,600 reduction in 2022 fund allocation to the Board of Physical Therapy, the Executive Director is unable to internally shift funding to pay for the additional costs of increasing staffing hours. The Board is self-funded with a reserve of over 1.6 million. The Board of Physical Therapy does not receive any general fund allocations. The Board of Physical Therapy projects an increase in revenue of \$250,000 in 2023 as compared to actuals received in 2020. The Executive Director believes that this additional allocation can be absorbed by the Board without a need to increase fees.

Requested Permanent Increase in FTE to 4.5:

Investigator: \$7,000

Customer Service Representative: \$7,000

Total Requested Allocation: \$14,000

Summary of Expenditure and Budget Request for All Funds

Agency: Board of Physical Therapy Examiners

Appropriated

FY 2021 Actual	FY 2022 Expd. Plan	FY 2023 Fund. Issue	FY 2023 Total Request
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Cost Center/Program:

1	Licensing and Regulation	493.4	504.1	31.9	536.0
		493.4	504.1	31.9	536.0

Expenditure Categories

FTE	4.0	4.0	0.5	4.5
Personal Services	245.7	200.8	22.8	223.6
Employee Related Expenses	96.9	97.6	9.1	106.7
Professional and Outside Services	50.7	68.6	0.0	68.6
Travel In-State	0.1	2.1	0.0	2.1
Travel Out of State	0.0	0.0	0.0	0.0
Food	0.0	0.0	0.0	0.0
Aid to Organizations and Individuals	0.0	0.0	0.0	0.0
Other Operating Expenses	98.0	130.0	0.0	130.0
Equipment	2.0	5.0	0.0	5.0
Capital Outlay	0.0	0.0	0.0	0.0
Debt Service	0.0	0.0	0.0	0.0
Cost Allocation	0.0	0.0	0.0	0.0
Transfers	0.0	0.0	0.0	0.0

Expenditure Categories Total:	493.4	504.1	31.9	536.0
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Summary of Expenditure and Budget Request for All Funds

Agency:	Board of Physical Therapy Examiners
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Agency Total for All Funds:	493.4	504.1	31.9	536.0			
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Summary of Expenditure and Budget Request for Selected Funds

Agency:	Board of Physical Therapy Examiners
Fund:	PT2053 Physical Therapy Fund (Appropriated)

		FY 2021 Actual	FY 2022 Expd. Plan	FY 2023 Fund. Issue	FY 2023 Total Request
Cost Center/Program:					
1	Licensing and Regulation	493.4	504.1	31.9	536.0
		493.4	504.1	31.9	536.0
Expenditure Categories					
	FTE	4.0	4.0	0.5	4.5
	Personal Services	245.7	200.8	22.8	223.6
	Employee Related Expenses	96.9	97.6	9.1	106.7
	Professional and Outside Services	50.7	68.6	0.0	68.6
	Travel In-State	0.1	2.1	0.0	2.1
	Travel Out of State	0.0	0.0	0.0	0.0
	Food	0.0	0.0	0.0	0.0
	Aid to Organizations and Individuals	0.0	0.0	0.0	0.0
	Other Operating Expenses	98.0	130.0	0.0	130.0
	Equipment	2.0	5.0	0.0	5.0
	Capital Outlay	0.0	0.0	0.0	0.0
	Debt Service	0.0	0.0	0.0	0.0
	Cost Allocation	0.0	0.0	0.0	0.0
	Transfers	0.0	0.0	0.0	0.0
Expenditure Categories Total:		493.4	504.1	31.9	536.0
Fund Total:		493.4	504.1	31.9	536.0

Summary of Expenditure and Budget Request for Selected Funds

Agency:	Board of Physical Therapy Examiners
Fund:	PT2053 Physical Therapy Fund (Appropriated)

	FY 2021 Actual	FY 2022 Expd. Plan	FY 2023 Fund. Issue	FY 2023 Total Request			
Agency Total for Selected Funds	493.4	504.1	31.9	536.0			

Program Group Summary of Expenditures and Budget Request for Selected Funds

Agency:	Board of Physical Therapy Examiners
Program:	Licensing and Regulation

	FY 2021 Actual	FY 2022 Expd. Plan	FY 2023 Fund. Issue	FY 2023 Total Request
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Fund:	PT2053-A Physical Therapy Fund (Appropriated)
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Program Expenditures

COST CENTER/PROGRAM BUDGET UNIT

1-1	Licensing and Regulation	493.4	504.1	31.9	536.0
	Total	493.4	504.1	31.9	536.0

Appropriated Funding

Expenditure Categories

FTE Positions	4.0	4.0	0.5	4.5
Personal Services	245.7	200.8	22.8	223.6
Employee Related Expenses	96.9	97.6	9.1	106.7
Professional and Outside Services	50.7	68.6	0.0	68.6
Travel In-State	0.1	2.1	0.0	2.1
Travel Out of State	0.0	0.0	0.0	0.0
Food	0.0	0.0	0.0	0.0
Aid to Organizations and Individuals	0.0	0.0	0.0	0.0
Other Operating Expenses	98.0	130.0	0.0	130.0
Equipment	2.0	5.0	0.0	5.0
Capital Outlay	0.0	0.0	0.0	0.0
Debt Service	0.0	0.0	0.0	0.0
Cost Allocation	0.0	0.0	0.0	0.0
Transfers	0.0	0.0	0.0	0.0

Expenditure Categories Total:	493.4	504.1	31.9	536.0
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Fund PT2053-A Total:	493.4	504.1	31.9	536.0
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Program 1 Total:	493.4	504.1	31.9	536.0
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Program Summary of Expenditures and Budget Request

Agency:	Board of Physical Therapy Examiners
Program:	Licensing and Regulation

		FY 2021 Actual	FY 2022 Expd. Plan	FY 2023 Fund. Issue	FY 2023 Total Request
Program Summary					
1-1	Licensing and Regulation	493.4	504.1	31.9	536.0
Program Summary Total:		493.4	504.1	31.9	536.0
Expenditure Categories					
0000	FTE Positions	4.0	4.0	0.5	4.5
6000	Personal Services	245.7	200.8	22.8	223.6
6100	Employee Related Expenses	96.9	97.6	9.1	106.7
6200	Professional and Outside Services	50.7	68.6	0.0	68.6
6500	Travel In-State	0.1	2.1	0.0	2.1
6600	Travel Out of State	0.0	0.0	0.0	0.0
6700	Food	0.0	0.0	0.0	0.0
6800	Aid to Organizations and Individuals	0.0	0.0	0.0	0.0
7000	Other Operating Expenses	98.0	130.0	0.0	130.0
8000	Equipment	2.0	5.0	0.0	5.0
8100	Capital Outlay	0.0	0.0	0.0	0.0
8600	Debt Service	0.0	0.0	0.0	0.0
9000	Cost Allocation	0.0	0.0	0.0	0.0
9100	Transfers	0.0	0.0	0.0	0.0
Expenditure Categories Total:		493.4	504.1	31.9	536.0
Fund Source					
Appropriated Funds					
PT2053-A	Physical Therapy Fund (Appropriated)	493.4	504.1	31.9	536.0
Fund Source Total:		493.4	504.1	31.9	536.0

Program Budget Unit Summary of Expenditures and Budget Request for All Funds

Agency:	Board of Physical Therapy Examiners
Program:	Licensing and Regulation

Expenditure Categories		FY 2021	FY 2022	FY 2023	FY 2023
		Actual	Expd. Plan	Fund. Issue	Total Request
0000	FTE	4.0	4.0	0.5	4.5
6000	Personal Services	245.7	200.8	22.8	223.6
6100	Employee Related Expenses	96.9	97.6	9.1	106.7
6200	Professional and Outside Services	50.7	68.6	0.0	68.6
6500	Travel In-State	0.1	2.1	0.0	2.1
6600	Travel Out of State	0.0	0.0	0.0	0.0
6700	Food	0.0	0.0	0.0	0.0
6800	Aid to Organizations and Individuals	0.0	0.0	0.0	0.0
7000	Other Operating Expenses	98.0	130.0	0.0	130.0
8000	Equipment	2.0	5.0	0.0	5.0
8100	Capital Outlay	0.0	0.0	0.0	0.0
8600	Debt Service	0.0	0.0	0.0	0.0
9000	Cost Allocation	0.0	0.0	0.0	0.0
9100	Transfers	0.0	0.0	0.0	0.0
Expenditure Categories Total:		493.4	504.1	31.9	536.0

Fund Source		FY 2021	FY 2022	FY 2023	FY 2023
		Actual	Expd. Plan	Fund. Issue	Total Request
Appropriated Funds					
PT2053-A Physical Therapy Fund (Appropriated)		493.4	504.1	31.9	536.0
		493.4	504.1	31.9	536.0
Fund Source Total:		493.4	504.1	31.9	536.0

Program Budget Unit Summary of Expenditures and Budget Request for Selected Funds

Agency: Board of Physical Therapy Examiners

FY 2021 Actual	FY 2022 Expd. Plan	FY 2023 Fund. Issue	FY 2023 Total Request
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Program: Licensing and Regulation

Fund: PT2053-A Physical Therapy Fund

Appropriated

0000	FTE	4.0	4.0	0.5	4.5
6000	Personal Services	245.7	200.8	22.8	223.6
6100	Employee Related Expenses	96.9	97.6	9.1	106.7
6200	Professional and Outside Services	50.7	68.6	0.0	68.6
6500	Travel In-State	0.1	2.1	0.0	2.1
6600	Travel Out of State	0.0	0.0	0.0	0.0
6700	Food	0.0	0.0	0.0	0.0
6800	Aid to Organizations and Individuals	0.0	0.0	0.0	0.0
7000	Other Operating Expenses	98.0	130.0	0.0	130.0
8000	Equipment	2.0	5.0	0.0	5.0
8100	Capital Outlay	0.0	0.0	0.0	0.0
8600	Debt Service	0.0	0.0	0.0	0.0
9000	Cost Allocation	0.0	0.0	0.0	0.0
9100	Transfers	0.0	0.0	0.0	0.0

Appropriated Total:	493.4	504.1	31.9	536.0
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Fund Total:	493.4	504.1	31.9	536.0
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Program Total For Selected Funds:	493.4	504.1	31.9	536.0
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Program Expenditure Schedule

Agency:	Board of Physical Therapy Examiners
Program:	Licensing and Regulation

	FY 2021 Actual	FY 2022 Expd. Plan
FTE	4.0	4.0
Expenditure Category Total	4.0	4.0
Appropriated		
PT2053-A Physical Therapy Fund (Appropriated)	4.0	4.0
Fund Source Total	4.0	4.0
Personal Services	245.7	200.8
Boards and Commissions	0.0	0.0
Expenditure Category Total	245.7	200.8
Appropriated		
PT2053-A Physical Therapy Fund (Appropriated)	245.7	200.8
Fund Source Total	245.7	200.8
Employee Related Expenses	96.9	97.6
Expenditure Category Total	96.9	97.6
Appropriated		
PT2053-A Physical Therapy Fund (Appropriated)	96.9	97.6
Fund Source Total	96.9	97.6
Professional and Outside Services		68.6
External Prof/Outside Serv Budg And Appn	0.0	
External Investment Services	0.0	
Other External Financial Services	0.0	
Attorney General Legal Services	48.2	
External Legal Services	0.0	
External Engineer/Architect Cost - Exp	0.0	
External Engineer/Architect Cost- Cap	0.0	
Other Design	0.0	
Temporary Agency Services	0.0	
Hospital Services	0.0	
Other Medical Services	0.0	
Institutional Care	0.0	
Education And Training	0.9	
Vendor Travel	0.0	
Professional & Outside Services Excluded from Cost Alloca	0.0	
Vendor Travel - Non Reportable	0.0	
External Telecom Consulting Services	0.0	
Costs related to those in custody of the State	0.0	
Non - Confidential Specialist Fees	0.0	
Confidential Specialist Fees	0.0	
Outside Actuarial Costs	0.0	
Other Professional And Outside Services	1.6	

Program Expenditure Schedule

Agency:	Board of Physical Therapy Examiners
Program:	Licensing and Regulation

	FY 2021 Actual	FY 2022 Expd. Plan
Expenditure Category Total	50.7	68.6
Appropriated		
PT2053-A Physical Therapy Fund (Appropriated)	50.7	68.6
Fund Source Total	50.7	68.6
Travel In-State	0.1	2.1
Expenditure Category Total	0.1	2.1
Appropriated		
PT2053-A Physical Therapy Fund (Appropriated)	0.1	2.1
Fund Source Total	0.1	2.1
Travel Out of State	0.0	0.0
Expenditure Category Total	0.0	0.0
Food	0.0	0.0
Expenditure Category Total	0.0	0.0
Aid to Organizations and Individuals	0.0	0.0
Expenditure Category Total	0.0	0.0
Other Operating Expenses		130.0
Other Operating Expenditures Budg Approp	0.0	
Other Operating Expenditures Excluded from Cost Allocati	0.0	
Risk Management Charges To State Agency	2.1	
Risk Management Deductible - Indemnity	0.0	
Risk Management Deductible - Legal	0.0	
Risk Management Deductible - Medical	0.0	
Risk Management Deductible - Other	0.0	
Gen Liab- Non Physical-Taxable- Self Ins	0.0	
Gross Proceeds Payments To Attorneys	0.0	
General Liability- Non-Taxable- Self Ins	0.0	
Medical Malpractice - Self-Insured	0.0	
Automobile Liability - Self Insured	0.0	
General Property Damage - Self- Insured	0.0	
Automobile Physical Damage-Self Insured	0.0	
Liability Insurance Premiums	0.0	
Property Insurance Premiums	0.0	
Workers Compensation Benefit Payments	0.0	
Self Insurance - Administrative Fees	0.0	
Self Insurance - Premiums	0.0	
Self Insurance - Claim Payments	0.0	
Self Insurance - Pharmacy Claims	0.0	
Premium Tax On Altcs	0.0	
Other Insurance-Related Charges	0.0	
Internal Service Data Processing	46.0	
Internal Service Data Proc- Pc/Lan	0.0	
External Programming-Mainframe/Legacy	0.0	

Program Expenditure Schedule

Agency:	Board of Physical Therapy Examiners
Program:	Licensing and Regulation

	<u>FY 2021 Actual</u>	<u>FY 2022 Expd. Plan</u>
External Programming- Pc/Lan/Serv/Web	0.0	
External Data Entry	0.0	
Othr External Data Proc-Mainframe/Legacy	0.0	
Othr External Data Proc-Pc/Lan/Serv/Web	2.0	
Pmt for AFIS Development & Usage	1.0	
Internal Service Telecommunications	0.0	
External Telecom Long Distance-In-State	2.5	
External Telecom Long Distance-Out-State	0.0	
Other External Telecommunication Service	0.0	
Electricity	0.0	
Sanitation Waste Disposal	0.0	
Water	0.0	
Gas And Fuel Oil For Buildings	0.0	
Other Utilities	0.0	
Building Rent Charges To State Agencies	22.5	
Priv Lease To Own Bld Rent Chrgs To Agy	0.0	
Cert Of Part Bld Rent Chrgs To Agy	0.0	
Rental Of Land And Buildings	0.0	
Rental Of Computer Equipment	0.0	
Rental Of Other Machinery And Equipment	0.0	
Miscellaneous Rent	0.1	
Interest On Overdue Payments	0.0	
All Other Interest Payments	0.0	
Internal Acct/Budg/Financial Svcs	11.2	
Other Internal Services	0.0	
Repair And Maintenance - Buildings	0.0	
Repair And Maintenance - Vehicles	0.0	
Repair And Maint - Mainframe And Legacy	0.0	
Repair And Maint-Pc/Lan/Serv/Web	0.0	
Repair And Maintenance - Other Equipment	0.6	
Other Repair And Maintenance	0.0	
Software Support And Maintenance	0.0	
Uniforms	0.0	
Inmate Clothing	0.0	
Security Supplies	0.0	
Office Supplies	1.0	
Computer Supplies	0.0	
Housekeeping Supplies	0.0	
Bedding And Bath Supplies	0.0	
Drugs And Medicine Supplies	0.0	
Medical Supplies	0.0	
Dental Supplies	0.0	
Automotive And Transportation Fuels	0.0	
Automotive Lubricants And Supplies	0.0	
Rpr And Maint Supplies-Not Auto Or Build	0.0	
Repair And Maintenance Supplies-Building	0.0	
Other Operating Supplies	0.0	
Publications	0.0	
Aggregate Withheld Or Paid Commissions	0.0	
Lottery Prizes	0.0	
Lottery Distribution Costs	0.0	

Program Expenditure Schedule

Agency:	Board of Physical Therapy Examiners
Program:	Licensing and Regulation

	FY 2021 Actual	FY 2022 Expd. Plan
Material for Further Processing	0.0	
Other Resale Supplies	0.0	
Loss On Sales Of Capital Assets	0.0	
Loss on Sales of Investments	0.0	
Employee Tuition Reimbursement-Graduate	0.0	
Employee Tuition Reimb Under-Grad/Other	0.0	
Conference Registration-Attendance Fees	0.0	
Other Education And Training Costs	0.0	
Advertising	0.0	
Sponsorships	0.0	
Internal Printing	0.1	
External Printing	0.0	
Photography	0.0	
Postage And Delivery	7.6	
Document shredding and Destruction Services	0.1	
Translation and Sign Language Services	0.0	
Distribution To State Universities	0.0	
Other Intrastate Distributions	0.0	
Awards	0.0	
Entertainment And Promotional Items	0.0	
Dues	1.3	
Books- Subscriptions And Publications	0.0	
Costs For Digital Image Or Microfilm	0.0	
Revolving Fund Advances	0.0	
Credit Card Fees Over Approved Limit	0.0	
Relief Bill Expenditures	0.0	
Surplus Property Distr To State Agencies	0.0	
Security Services	0.0	
Judgments - Damages	0.0	
ICA Payments to Claimants Confidential	0.0	
Jdgmnt-Confidential Restitution To Indiv	0.0	
Judgments - Non-Confidential Restitution	0.0	
Judgments - Punitive And Compensatory	0.0	
Pmts Made to Resolve/Disputes/Avoid Costs of Litigation	0.0	
Pmts For Contracted State Inmate Labor	0.0	
Payments To State Inmates	0.0	
Bad Debt Expense	0.0	
Interview Expense	0.0	
Employee Relocations-Nontaxable	0.0	
Employee Relocations-Taxable	0.0	
Non-Confidential Invest/Legal/Law Enf	0.0	
Conf/Sensitive Invest/Legal/Undercover	0.0	
Fingerprinting, Background Checks, Etc.	0.0	
Other Miscellaneous Operating	0.0	
Expenditure Category Total	98.0	130.0
Appropriated		
PT2053-A Physical Therapy Fund (Appropriated)	98.0	130.0
	98.0	130.0
Fund Source Total	98.0	130.0
<hr/>		
Current Year Expenditures		5.0

Program Expenditure Schedule

Agency:	Board of Physical Therapy Examiners
Program:	Licensing and Regulation

	<u>FY 2021 Actual</u>	<u>FY 2022 Expd. Plan</u>
Capital Equipment Budget And Approp	0.0	
Vehicles Capital Purchase	0.0	
Vehicles Capital Leases	0.0	
Furniture Capital Purchase	0.0	
Depreciable Works Of Art & Hist Treas/Coll Capital Purcha	0.0	
Non Depr Works Of Art & Hist Treas/Coll Cap Purchase	0.0	
Furniture Capital Leases	0.0	
Computer Equipment Capital Purchase	0.0	
Computer Equipment Capital Lease	0.0	
Telecommunication Equip-Capital Purchase	0.0	
Telecommunication Equip-Capital Lease	0.0	
Other Equipment Capital Purchase	0.0	
Other Equipment Capital Leases	0.0	
Purchased Or Licensed Software-Website	0.0	
Internally Generated Software-Website	0.0	
Development in Progress	0.0	
Right-Of-Way/Easement/Extraction Rights	0.0	
Oth Int Assets purchased, licensed or internally generate	0.0	
Other intangible assets acquired by capital lease	0.0	
Other Capital Asset Purchases	0.0	
Leasehold Improvement-Capital Purchase	0.0	
Other Capital Asset Leases	0.0	
Non-Capital Equip Budget And Approp	0.0	
Vehicles Non-Capital Purchase	0.0	
Vehicles Non-Capital Leases	0.0	
Furniture Non-Capital Purchase	0.0	
Works Of Art And Hist Treas-Non Capital	0.0	
Furniture Non-Capital Leases	0.0	
Computer Equipment Non-Capital Purchase	1.4	
Computer Equipment Non-Capital Lease	0.0	
Telecomm Equip Non-Capital Purchase	0.0	
Telecomm Equip Non-Capital Leases	0.0	
Other Equipment Non-Capital Purchase	0.0	
Weapons Non-Capital Purchase	0.0	
Other Equipment Non-Capital Lease	0.0	
Purchased Or Licensed Software/Website	0.6	
Internally Generated Software/Website	0.0	
LICENSES AND PERMITS	0.0	
Right-Of-Way/Easement/Extraction Exp	0.0	
Other Intangible Assets - Purchased, Licensed or Internall	0.0	
Noncapital Software/Web By Capital Lease	0.0	
Other Intangible Assets Acquired by Capital Lease	0.0	
Other Long Lived Tangible Assets to be Expenses	0.0	
Non-Capital Equipment Excluded from Cost Allocation	0.0	
Expenditure Category Total	2.0	5.0
Appropriated		
PT2053-A Physical Therapy Fund (Appropriated)	2.0	5.0
	2.0	5.0
Fund Source Total	2.0	5.0
Capital Outlay	0.0	0.0

Program Expenditure Schedule

Agency:	Board of Physical Therapy Examiners
Program:	Licensing and Regulation

		FY 2021 Actual	FY 2022 Expd. Plan
	Expenditure Category Total	0.0	0.0
Debt Service		0.0	0.0
	Expenditure Category Total	0.0	0.0
Cost Allocation		0.0	0.0
	Expenditure Category Total	0.0	0.0
Transfers		0.0	0.0
	Expenditure Category Total	0.0	0.0

Employee Retirement Coverage

Retirement System	FTE	Personal Services	Fund#
Arizona State Retirement System	4.0	200.8	PT2053-A

Combined Regular & Elected Positions At/Above FICA Maximum of \$142,800

Total FTE	Personal Services	FTE's not eligible for Health, Dental & Life
0.0	0.0	0.0

Administrative Costs

Agency: Board of Physical Therapy Examiners

Administrative Costs Summary

Common Administrative Area	FY 2022
Personal Services	16.0
ERE	7.0
All Other	4.0
Administrative Costs Total:	27.0

Administrative Cost / Total Expenditure Ratio

	Request	Admin %
FY 2022	536.0	5.0%

Agency 5-Year Plan

Issue 1 1.Establish the mechanisms for assessing continuing professional competence of physical therapists to engage in the practice of physical therapy and the competence of physical therapist assistants to work in the field of physical therapy.

Description: a.The Board of physical therapy currently requires licensed physical therapist to complete 20 contact hours of continuing competence activities during each compliance period. The compliance period is two years in length, beginning September 1 of an even numbered year and ending August 31 of the next even numbered year.
b.Certified physical therapist assistants currently have 10 contact hour continuing competence activity requirement.

Solutions:

The first audit of continuing competency for the Physical Therapist Assistant was conducted for the 2018-2020 compliance period.

Issue 2 2.Regulate the practice of physical therapy by interpreting and enforcing this chapter.

Description: a.The Board received between 50 and 70 complaints per year.
b.The Board currently maintains a .5 FTE to investigate all complaints received against physical therapists, physical therapist assistants, and business entities.
C.The Board has seen an increase in the complexity of the cases. We will be tracking these figures and monitoring the numbers. The Board believes its efforts at education of students, licensees and certificate holders is contributing to more public awareness of laws and rules resulting in steady leveling of complaints filed.

Solutions:

2.The Board has seen marked improvement in investigations completeness time frames. In 2020, of the 49 complaints filed, 34 were investigated and adjudicated within the 180 day recommended time frame.

Issue 3 3.Evaluate the qualifications of applicants for licensure and certification; and provide for national examinations for physical therapists and physical therapist assistants and adopt passing scores for these examinations.

Description: a.The Board has seen an increase in the number of application filed in any calendar year from 956 in 2019 to 1311 in 2020. In addition, in FY 2021 the number of physical therapists renewing licenses increased to 7552. Number of physical therapist assistants renewing active certificates increased to 2396.
b.The national examinations for physical therapist and physical therapist assistants have been changed from tests given on a continuous basis on almost every day of the year to tests provided only five times each per year.

Solutions:

3.The Board physical therapy is currently addressing the need for improved processes for the increased number of applicants and the change in their availability of national tests.

A. On March 15, 2012, changes in the timing of allowing applicants to attempt passage of their national examinations were signed into law. A.R.S. §32-2024 was modified to allow applicants to test for their national examinations before completing their full educational programs, which allows increased options in taking one or more of the four tests allowed per year. The average time awaiting licensure from the time it is administratively complete dropped to 1 days in FY 2017.

C. The Board acquired e-Licensing software solution to better increase consumer access to Board services online, receive payments online, and process services such as applications online.

D. In August 2019, the Board voted to enable the Executive Director to approve applications that are complete without issue requiring Board review and approval. The result has been a substantive improvement to decrease the number of days from submission to approval of license or certificate.

Issue 4 Demographic Analysis Report

Description: For renewal period 2018-2020 the Board of Physical Therapy collected demographic information on all licensee and certificate holders. This information will be analysed into a comprehensive report that will be distributed to all stakeholders, licensee, certificate holders and the public.

Solutions:

A. To identify regions of the state with decrease in access to physical therapy resources and services.

B. Identify geographic distribution of physical therapist and physical therapist assistants.

C. Identify educational level of physical therapists and physical therapist assistants

D. Identify workforce by age

E.Determine ethnicity of licensed physical therapists and certified physical therapist assistants.

F. Determine work environment distribution

Issue 5 New SI

Description:

Solutions:

Issue 6 New SI

Description:

Solutions:

Resource Assumptions

	FY2024 Estimate	FY2025 Estimate	FY2026 Estimate
Full-Time Equivalent Positions	4.5	5.0	5.0
General Fund	0.0	0.0	0.0
Other Appropriated Funds	530,000.0	550,000.0	550,000.0
Non-Appropriated Funds	0.0	0.0	0.0
Federal Funds	0.0	0.0	0.0

PTA 0.0

Agency Summary**BOARD OF PHYSICAL THERAPY EXAMINERS**

Karen Donahue PT, DPT, Executive Director

Board of Physical Therapy Examiners (602) 274-1361

A.R.S. § 32-2001

Plan Contact: Same,

Mission:

To process applications for licensure as a physical therapist and certification as a physical therapist assistant, and to enforce the statutory provisions of the Arizona Physical Therapy Practice Act for purposes of protecting the health, safety, and welfare of the public from the incompetent, unethical, and/or illegal practice of physical therapy.

Description:

The Board of Physical Therapy Examiners licenses physical therapists, certifies physical therapist assistants, registers physical therapy business entities, investigates and adjudicates complaints, assesses continuing competence, and enforces the standards of practice for the physical therapy profession. The Board also regulates business entities that provide physical therapy services.

◆ Goal 1 To efficiently process licensure and certification applications.

Objective: 1 FY2021: Process 100% of all applications meeting requirements within the time frames defined by administrative rule.

FY2022: Process 100% of all applications meeting requirements within the time frames defined by administrative rule.

FY2023: Process 100% of all applications meeting requirements within the time frames defined by administrative rule.

Performance Measures	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
Percent of physical therapist licenses or physical therapist assistant certificates issued within the required time frames to eligible applicants.	100	100	100
Explanation:	Agency complies with A.A.C. R4-24-209, Time Frames for applications.		
Number of new licenses or certificates issued	1311	1480	1670
Explanation:			
Average time, in calendar days, between receipt of completed application to issuance or denial of licensure or certification.	1	1	1
Explanation:	Agency tracks number of days in substantive review time frame for application (number of days from completion until Board action).		
Number of licenses/certificates denied.	0	0	0
Explanation:	Agency tracks and reports number of applications denied.		
Number of licenses/certificates renewed	10,079	0	11,500
Explanation:	The renewal cycle occurs every other year, in odd-numbered fiscal years. FY 2018 and 2020 are not renewal years.		
Number of applications received	1311	1,480	1,670
Explanation:			

Objective: 2 FY2021: Agency schedules and conducts Board meetings in order to comply with administrative rules for substantive review for applications, as well as for internal policies addressing complaint initial reviews and hearings.

FY2022: Agency schedules and conducts Board meetings in order to comply with administrative rules for substantive review for applications, as well as for internal policies addressing complaint initial reviews and hearings.

FY2023: Agency schedules and conducts Board meetings in order to comply with administrative rules for substantive review for applications, as well as for internal policies addressing complaint initial reviews and hearings.

Performance Measures	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
Percent of Board meetings conducted within appropriate time frames	100	100	100
Explanation:	Agency schedules and conducts Board meetings in order to comply with administrative rules for substantive review for applications, as well as for internal policies addressing complaint initial reviews and hearings.		

◆ Goal 2 To investigate and adjudicate complaints in a timely manner.

Objective: 1 FY2021: Perform investigative functions (records reviews, interviews, etc.) for 100% of written complaints and unlawful practice investigations received by the State Board for which the Board has jurisdiction.

FY2022: Perform investigative functions (records reviews, interviews, etc.) for 100% of written complaints and unlawful practice investigations received by the State Board for which the Board has jurisdiction.

FY2023: Perform investigative functions (records reviews, interviews, etc.) for 100% of written complaints and unlawful practice investigations received by the State Board for which the Board has jurisdiction.

Performance Measures	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
Percent of complaints investigated	100	100	100
Explanation:	Percent of complaints over which the Board has jurisdiction investigated.		

Percent of unlawful practice investigations over which the Board has jurisdiction investigated.

Explanation: Percent of unlawful practice investigations over which the Board has jurisdiction investigated.

Objective: 2 FY2021: Present 80% of investigated complaints to the State Board for adjudication within a 180 day time frame.

FY2022: Timley resolution of complaints.

FY2023: Timley resolution of complaints.

Performance Measures	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
Total number of complaints received	49	60	65
Explanation:	Total number of complaints received.		
Total number of disciplinary actions issued	31	40	42
Explanation:	Total number of disciplinary actions issued.		
Number of licenses suspended/revoked/voluntarily surrendered	7	6	6
Explanation:	Number of licenses suspended/revoked/voluntarily revoked		
Total number of unlawful practice investigations received by the Board for investigation	12	1	15
Explanation:	Total number of unlawful practice investigations received by the Board for investigation		

◆ Goal 3 To provide accurate information, with the highest quality customer service, to all requests from citizens, licensees, health care organizations, and public agencies for public records information and license verifications.

Objective: 1 FY2021: To process requests for licensure and certification verification within 15 days of receipt.

FY2022: To process requests for licensure and certification verification within 15 days of receipt.

FY2023: To process requests for licensure and certification verification within 15 days of receipt.

Performance Measures	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
Percent of requests for license verifications processed and issued within 15 days of receipt	100	100	100
Explanation:	Board staff prepares licensure verifications a designated day every week to minimize the wait time for the requestor.		
Number of formal verifications of licensure prepared and issued.	489	500	500
Explanation:	Board staff tracks and reports the number of requests received.		

Objective: 2 FY2021: To process requests for public records within 15 days.

FY2022: To process requests for public records within 15 days.

FY2023: To process requests for public records within 15 days.

Performance Measures	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
Number of written requests for public records received.	26	30	30
Explanation:	Agency tracks and reports the number of public records requests filed.		
Average number of business days to process written requests for public records	5	5	5
Explanation:	Agency tracks and reports the number of days required to process requests for copies of the public record.		

Objective: 3 FY2021: To achieve an average score of 6.0 on a scale of 0 to 8.0 on the agency customer satisfaction survey.

FY2022: To achieve an average score of 6.0 on a scale of 0 to 8.0 on the agency customer satisfaction survey.

FY2023: To achieve an average score of 6.0 on a scale of 0 to 8.0 on the agency customer satisfaction survey.

Performance Measures	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
To achieve an average score of 6.0 on a scale of 0 to 8.0 on the agency's customer satisfaction survey.	7	8	8
Explanation:	Customer satisfaction survey.		

◆ **Goal 4** To assess the continuing competence (continuing education) of physical therapist licensees and physical therapist assistant certificate holders selected through random audit.

Objective: 1 FY2021: Audit the continuing competence records of physical therapist licenses and physical therapist assistant certifications.

FY2022: Audit the continuing competence records of physical therapist licensees and physical therapist assistant certifications.

FY2023: Audit the continuing competence records of physical therapist licensees and physical therapist assistant certifications.

Performance Measures	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
Percent of physical therapist licensees whose continuing competence records were successfully audited by the Board for compliance.	5	0	5
Explanation:	Percent of physical therapist licensees whose continuing competence records were successfully audited by the Board for compliance.		
Percent of continuing competence audit notices sent within 60 calendar days following the license renewal deadline. The audit is done every two years following renewal. Some years will have no results.	100	0	100
Explanation:	Percent of continuing competence audit notices sent within 60 calendar days following the license renewal deadline		