

Part I – Agency Profile

Agency Overview

The mission of the Idaho Board of Veterinary Medicine is to promote the public health, safety and welfare by safeguarding the people and animals of Idaho by establishing and enforcing professional standards in the licensure and regulation of veterinary health professionals.

The Board's revenues are dedicated funds generated from licensing and certification fees paid by veterinarians, certified veterinary technicians, certified euthanasia technicians, and certified euthanasia agencies. The Board receives sporadic additional revenue in the form of administrative fines and reimbursements for investigatory and legal expenses associated with discipline settlements. These funds are allocated between the Board's four major areas: 1) Investigation and prosecution of complaints, 2) Veterinary licensing, 3) Veterinary technician certification, 4) Euthanasia technician and euthanasia agency certification.

The Board consists of six members, five veterinarians and one public member, appointed by the Governor from various geographic regions of the state. Veterinary members serve a five-year term, while the public member serves a three-year term. Each of the five veterinary members serves four years as a veterinary board member and a fifth year as liaison officer, reviewing and mediating complaints. The board member serving the fourth year of appointment is the president of the board. The Board's office is located in Boise in the Idaho State Department of Agriculture headquarters. The Board's daily business is conducted by a full-time Executive Director and a full-time Technical Records Specialist II.

Core Functions/Idaho Code

Complaint Investigations/Discipline – safeguard the people of Idaho by initiating and conducting investigations on all matters relating to the practice of veterinary medicine, veterinary technology, and euthanizing of animals, and prosecute violations of the Idaho Veterinary Practice Act. (Idaho Code Title 54, Chapter 21, IDAPA 46.01.01 and Principles of Veterinary Medical Ethics, 2010 Revision)

Veterinary Medicine – determine qualifications for issuance and renewal of licenses, set grounds for discipline, establish standards of professional conduct. (Title 54, Chapter 21, Idaho Code)

Veterinary Technology – determine qualifications for issuance and renewal of certifications, set grounds for discipline, and set supervision standards. (Title 54, Chapter 21, Idaho Code)

Certified Euthanasia Program – appoint Certified Euthanasia Task Force, determine qualifications for certification of euthanasia agencies and euthanasia technicians, grounds for discipline, and provide approved euthanasia training to allow purchase and use of approved drugs by certificant to euthanize animals in a humane manner. (Title 54, Chapter 21, Idaho Code)

Revenue and Expenditures

Revenue	FY 2010	FY 2011	FY 2012	FY 2013
State Regulatory Fund	\$219,600	\$222,900	\$224,100	\$298,500
Total	\$219,600	\$222,900	\$224,100	\$298,500
Expenditure	FY 2010	FY 2011	FY 2012	FY 2013
Personnel Costs	\$107,400	\$119,700	\$117,100	\$140,400
Operating Expenditures	\$71,000	\$63,700	\$67,200	\$66,700
Capital Outlay	\$1,600	0	0	\$2,100
Trustee/Benefit Payments	0	0	0	0
Total	\$180,000	\$183,400	\$184,300	\$231,100

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2010	FY 2011	FY 2012	FY 2013
New Veterinary Licenses Issued	35	52	56	55
New Veterinary Technician Certifications Issued	11	11	19	33
New Euthanasia Technician Certifications Issued	13	12	15	18
New Euthanasia Agency Certifications Issued	3	0	0	1
Veterinary License Renewals	1046	1043	1050	1054
Veterinary Technician Certification Renewals	196	200	191	192
Euthanasia Technician Certification Renewals	68	61	46	49
Euthanasia Agency Certification Renewals	20	21	20	19
Written Complaints Received	23	14	16	13
Complaints Prosecuted	5	1	1	7
Warning Letters and Letters of Caution Sent	9	1	16	3

Performance Highlights

The Board completed the purchasing process for GL Solutions licensing and regulatory software, the culmination of a two-year collaboration with four other State agencies (the Boards of Pharmacy, Dentistry, and Medicine and the Bureau of Occupational Licenses) to determine the best software for our collective needs. GL Solutions, a firm located in Bend, OR, was granted the contract, as they offered easy to use software that can be tailored to each agency's needs. The software features many convenient self-service options for the Board's licensees, certificants, and the public as well as corresponding website enhancements and the ability to accept credit card payments, a feature that widely appeals to veterinary licensees throughout Idaho. These self-service options will empower users and reduce staff time, which will allow the Board to continue to conduct its office operation with only two (2) full-time employees, thus keeping costs down and possibly delaying or reducing future fee increases for our licensees. The Boards of Dentistry and Pharmacy are already up and running on the new software; the Board of Veterinary Medicine should be on board during fall of 2013. We hope to be able to provide online renewals and many other online self-service features by the 2014 license renewal season (May/June/July 2014).

The Certified Euthanasia Task Force (CETF) continued to use the customized Remote Chemical Capture Officer training course that it recently developed with the Idaho Humane Society. This improved training course will enhance the officers' ability to contain stray animals in their communities. Because of public safety issues, many law enforcement animal control agencies have discontinued the use of chemical capture techniques in the more urban areas of Idaho. It is estimated that, because of safety concerns, only about 20% of these agencies still use chemical capture for domestic animals.

A certified euthanasia technician jurisprudence exam was developed in 2010 to test trainees on their knowledge of Idaho statutes and rules. A new written examination will be prepared in 2014 for use in the one-day Certified Euthanasia Technician training courses. Updated jurisprudence examinations will be created whenever Rules regarding the Certified Euthanasia Program are adopted, or every three (3) years.

In June, 2013, the Board of Veterinary Medicine hired Jodie Ellis to fill the executive director's position. Carol Youtz, who graciously served as acting executive from July 2012 through June 2013, remains on staff.

Part II – Performance Measures

Performance Measure	2010	2011	2012	2013	Benchmark
1. Review and process new applications from veterinarians and veterinary technicians	46	52	56	87	100%
2. Review and process renewal applications from veterinarians and certified veterinary technicians	1242	1243	1241	1313	100%
3. Review and process new applications from euthanasia technicians and euthanasia agencies	16	10	15	19	100%
4. Review and process renewal applications from euthanasia technicians and euthanasia agencies	88	82	66	76	100%
5. Triage formal written complaints and send to appropriate person in a timely manner	23	14	10	13	100%
6. Review and/or approve continuing education courses	71	111	102	104	100%
7. Fulfill requests for license verifications and public record lists of licensees	117	129	133	132	100%

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