

**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**

<b>Revenue</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>
State Regulatory Fund	\$224,100	\$298,500	\$260,400	\$271,600
<b>Total</b>	<b>\$224,100</b>	<b>\$298,500</b>	<b>\$260,400</b>	<b>\$271,600</b>
<b>Expenditure</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	
Personnel Costs	\$117,100	\$140,400	\$131,800	\$141,400
Operating Expenditures	\$67,200	\$66,700	\$72,000	\$125,500
Capital Outlay	0	\$2,100	0	\$5,000
Trustee/Benefit Payments	0	0	0	0
<b>Total</b>	<b>\$184,300</b>	<b>\$231,100</b>	<b>\$203,800</b>	<b>\$271,900</b>

**Profile of Cases Managed and/or Key Services Provided**

Cases Managed and/or Key Services Provided	FY 2012	FY 2013	FY 2014	FY 2015
New Veterinary Licenses Issued	56	55	45	30
New Veterinary Technician Certifications Issued	19	33	23	21
New Euthanasia Technician Certifications Issued	15	18	7	8
New Euthanasia Agency Certifications Issued	0	1	0	0
Veterinary License Renewals	1,050	1,054	1,032	1,128
Veterinary Technician Certification Renewals	191	192	210	247
Euthanasia Technician Certification Renewals	46	49	57	63
Euthanasia Agency Certification Renewals	20	19	19	17
*Initial Complaints Received (Total No. By Telephone and E-mail)	-	-	31	28
Formal Written Complaints Received	16	13	20	15
• <i>Complaints Prosecuted</i>	1	7	4	1
• <i>Complaints Investigated; No Violations Found</i>	-	-	8	7
• <i>Warning Letters and Letters of Caution Sent</i>	16	3	5	5

\*The Board received 31 initial complaints in FY 2014. Of those, 20 complainants went on to submit formal requests in writing.

**Performance Highlights**

In FY 2015, the Board hired a new Technical Records Specialist II to replace one that was separated. In addition, at the beginning of FY 2016, the Board was able to add an additional 0.6 FTE position to the office staff for a total of 2.6 FTE. This resolved the Board’s previous staffing issues, and allows for sufficient manpower for the staff to undertake projects to improve the Board’s service to veterinary professionals and to the people and animals of Idaho.

The new Executive Director (ED) successfully completed her second year with the BOVM in July 2015. Because of the steep learning curve inherent in the position, mainly due to the intricacies of statute and legal issues, the first year was critical to the development of the ED. The second year served as a time for the ED to begin to address the more complex issues of managing the Board’s day-to-day functions.

In January 2015, the Board passed the first legislative hurdle on allowing Certified Veterinary Technicians to go on inactive status in the same manner as veterinarians are permitted.

**Part II – Performance Measures**

Performance Measure	FY 2012	FY 2013	FY 2014	FY 2015	Benchmark
1. Review and process new applications from veterinarians and veterinary technicians	56	87	74	<b>58</b>	100%
2. Review and process renewal applications from veterinarians and certified veterinary technicians	1,241	1,313	1,242	<b>1,318</b>	100%
3. Review and process new applications from euthanasia technicians and euthanasia agencies	15	19	11	<b>13</b>	100%
4. Review and process renewal applications from euthanasia technicians and euthanasia agencies	66	76	73	<b>72</b>	100%
5. Triage formal written complaints and send to appropriate person in a timely manner	10	13	31	<b>15</b>	100%
6. Review and/or approve continuing education courses	102	104	86	<b>88</b>	100%
7. Fulfill requests for license verifications and public record lists of licensees	133	132	119	<b>128</b>	100%

**For More Information Contact**

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