

**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, a full-time Technical Records Specialist II, and a .6 FTE Office Specialist I.

**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 certificants to euthanize animals in a humane manner. (Title 54, Chapter 21, Idaho Code)

**Revenue and Expenditures**

| Revenue                  | FY 2017          | FY 2018          | FY 2019          | FY 2020          |
|--------------------------|------------------|------------------|------------------|------------------|
| State Regulatory Fund    | \$350,200        | \$254,600        | \$258,600        | \$286,200        |
| <b>Total</b>             | <b>\$350,200</b> | <b>\$254,600</b> | <b>\$258,600</b> | <b>\$286,200</b> |
| Expenditures             | FY 2017          | FY 2018          | FY 2019          | FY 2020          |
| Personnel Costs          | \$158,200        | \$169,400        | \$161,600        | \$163,800        |
| Operating Expenditures   | \$77,700         | \$111,200        | \$103,900        | \$141,700        |
| Capital Outlay           | \$1,600          | \$2,800          | \$0              | \$2,400          |
| Trustee/Benefit Payments | 0                | 0                | 0                | 0                |
| <b>Total</b>             | <b>\$237,500</b> | <b>\$283,400</b> | <b>\$265,500</b> | <b>\$307,900</b> |

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

| Cases Managed and/or Key Services Provided                       | FY 2017 | FY 2018 | FY 2019 | FY 2020 |
|--|---------|---------|---------|---------|
| New Veterinary Licenses Issued                                   | 86      | 90      | 95      | 77      |
| New Veterinary Technician Certifications Issued                  | 52      | 28      | 40      | 28      |
| New Euthanasia Technician Certifications Issued                  | 18      | 7       | 21      | 8       |
| New Euthanasia Agency Certifications Issued                      | 2       | 0       | 0       | 0       |
| Veterinary License Renewals                                      | 1096    | 1100    | 1132    | 1171    |
| Veterinary Technician Certification Renewals                     | 239     | 291     | 273     | 298     |
| Euthanasia Technician Certification Renewals                     | 44      | 54      | 58      | 40      |
| Euthanasia Agency Certification Renewals                         | 16      | 17      | 15      | 14      |
| *Initial Complaints Received (Total No. By Telephone and E-mail) | 27      | 41      | 44      | 41      |
| Formal Written Complaints Received                               | 15      | 16      | 24      | 25      |
| • <i>Complaints Prosecuted</i>                                   | 2       | 4       | 9       | 5*      |
| • <i>Complaints Investigated; No Violations Found</i>            | 7       | 10      | 15      | 14      |
| • <i>Warning Letters and Letters of Caution Sent</i>             | 6       | 5       | 8       | 7       |

**Licensing Freedom Act**

Agencies who participate in licensure must report on the number of applicants denied licensure or license renewal and the number of disciplinary actions taken against license holders.

|  | FY 2017 | FY 2018 | FY 2019 | FY 2020 |
|--|---------|---------|---------|---------|
| <b>VETERINARIAN</b>                                    |         |         |         |         |
| Total Number of Licenses                               | NA      | NA      | 1227    | 1248    |
| Number of New Applicants Denied Licensure              | NA      | NA      | 0       | 1       |
| Number of Applicants Refused Renewal of a License      | NA      | NA      | 0       | 0       |
| Number of Complaints Against Licensees                 | NA      | NA      | 24      | 24      |
| Number of Final Disciplinary Actions Against Licensees | NA      | NA      | 9       | 5*      |
| <b>EUTHANASIA TECHNICIAN</b>                           |         |         |         |         |
| Total Number of Licenses                               | NA      | NA      | 58      | 48      |
| Number of New Applicants Denied Licensure              | NA      | NA      | 0       | 1       |
| Number of Applicants Refused Renewal of a License      | NA      | NA      | 0       | 0       |
| Number of Complaints Against Licensees                 | NA      | NA      | 0       | 0       |
| Number of Final Disciplinary Actions Against Licensees | NA      | NA      | 0       | 0       |
| <b>VETERINARIAN TECHNICIAN</b>                         |         |         |         |         |
| Total Number of Licenses                               | NA      | NA      | 313     | 327     |
| Number of New Applicants Denied Licensure              | NA      | NA      | 0       | 1       |
| Number of Applicants Refused Renewal of a License      | NA      | NA      | 1       | 0       |
| Number of Complaints Against Licensees                 | NA      | NA      | 1       | 1       |
| Number of Final Disciplinary Actions Against Licensees | NA      | NA      | 1       | 1       |

\* - Case(s) still under consideration

NA - Data from previous years not easily accessible and requires further research to identify these results.

**Red Tape Reduction Act**

Each agency shall incorporate into its strategic plan a summary of how it will implement the Red Tape Reduction Act, including any associated goals, objectives, tasks, or performance targets. This information may be included as an addendum.

|                        | As of July 1, 2019 | As of July 1, 2020 |
|------------------------|--------------------|--------------------|
| Number of Chapters     | 1                  | 1                  |
| Number of Words        | 16,765             | 12,126             |
| Number of Restrictions | 324                | 167                |

**Part II – Performance Measures**

| Performance Measure  |               | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|--|---------------|---------|---------|---------|---------|---------|
| <b>Provide efficient and thorough application and licensing processes for veterinarians, certified veterinary technologists, certified euthanasia technicians and certified euthanasia agencies.</b>   |               |         |         |         |         |         |
| 1. Review of completed applications within 3-5 business days.  | <i>Actual</i> | 100%    | 100%    | 100%    | 100%    | ----    |
|  | <i>target</i> | 100%    | 100%    | 100%    | 100%    | 100%    |
| 2. Provide license and certification verifications upon completed request in 3 business days.  | <i>Actual</i> | 100%    | 100%    | 100%    | 100%    | ----    |
|  | <i>target</i> | 100%    | 100%    | 100%    | 100%    | 100%    |
| <b>Protect the public through efficient and fair complaint and disciplinary program for veterinarians, veterinary technicians, euthanasia agencies, euthanasia technicians, and unlicensed individuals illegal practicing veterinary medicine.</b> |               |         |         |         |         |         |
| 3. Complaint confirmation sent within 3 business days of receipt.  | <i>Actual</i> | 100%    | 100%    | 100%    | 88%     | ----    |
|  | <i>target</i> | 100%    | 100%    | 100%    | 100%    | 100%    |
| <b>Encourage and support quality continuing education programs; verify continuing education requirement compliance by licensees and certificants in the most efficient way possible without compromising integrity.</b>                            |               |         |         |         |         |         |
| 4. Review and approve continuing education credit not already nationally approved within 3 business days.  | <i>Actual</i> | 100%    | 100%    | 100%    | 100%    | ----    |
|  | <i>target</i> | 100%    | 100%    | 100%    | 100%    | 100%    |
| <b>Maintain, evaluate and develop Idaho veterinary medicine law to provide the appropriate levels of regulation while preserving public safety.</b>  |               |         |         |         |         |         |
| 5. Report licensure data to the Board twice yearly.  | <i>Actual</i> | 100%    | 100%    | 100%    | 100%    | ----    |
|  | <i>target</i> | 100%    | 100%    | 100%    | 100%    | 100%    |

**For More Information Contact**

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