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mn.gov/boards/dietetics-and-nutrition/

AT A GLANCE

Credentialing Services

- 1,499 license renewals
- 127 new licenses issued
- 9 license reinstatements
- 22 administrative terminations
- Provide some brief statistics on your agency

Education Services

- 1,499 review of reported continuing education hours
- 149 continuing education audits
- 10 education program approvals

Complaint Review

- 5 complaints investigated
- 2 complaints resulting in formal action

PURPOSE

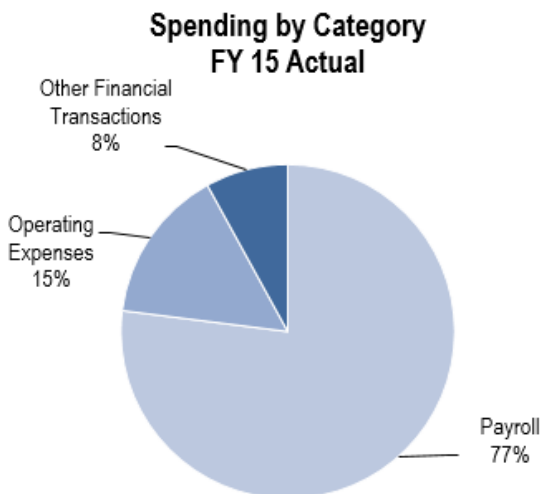
The Minnesota Board of Dietetics and Nutrition Practice protects the public through licensure of dietitians and nutritionists, establishment of continuing education standards, and investigation and resolution of complaints against licensees and unlicensed persons engaging in the practice. The Board was established in 1995 under the authority of Minnesota Statutes, Chapter 148 and Rules 3250.

The mission of the Board is to:

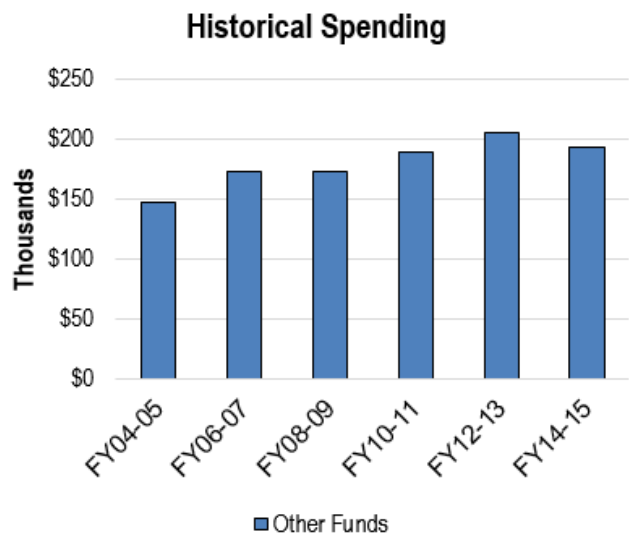
- Ensure that all licensees meet the educational and practical requirements specified in law
- Ensure that all licensees provide competent dietetic and nutrition care
- Set standards for quality dietetic and nutrition services
- Promote the public's interest in receiving quality dietetic and nutrition services

The Board of Dietetics and Nutrition Practice contributes to the statewide outcome of **people in Minnesota are safe, all Minnesotans have optimal health, and efficient and accountable government services**

BUDGET



Source: BPAS



Source: Consolidated Fund Statement

The Board is funded by licensure fees. Minnesota Statutes section 214.06, subdivision 1(a) compels the Board to collect fees in the amount sufficient to cover direct and indirect expenditures. Funds are deposited as non-dedicated revenue into the state government special revenue fund. From this fund, the Board receives a direct appropriation to pay for agency expenses such as salaries, rent, costs associated with disciplinary/contested cases and operating expenditures. It also pays statewide indirect costs through an open appropriation. The Board receives no general fund dollars.

In addition to Board operations, licensure fees fund activities that support multiple boards and/or other agencies. Some of these are: the Administrative Services Unit (interboard), Health Professionals Services Program (interboard), Office of the Attorney General for legal services, and the Criminal Background Check Program (interboard).

STRATEGIES

The Board accomplishes its mission through implementation of the following strategies:

- Board review of initial licensure applications ensure that licenses are granted only when education, pre-professional experience and national exam requirements are met. License renewals ensure that current licensees have completed the required hours of quality continuing education.
- The Board's Complaint Resolution Committee (CRC) receives, investigates and resolves complaints regarding the conduct or standard of care provided by licensees. The CRC also receives complaints of unlicensed individuals engaging in the practice.
- The Board is committed to technology upgrades that promote public protection and responsible, efficient, and cost-effective services. It recently implemented a new database, the Automated Licensing Information Management System (ALIMS). This has allowed us to absorb a 14% increase in license renewals in the past two years, with the same amount of staff. This also was accomplished in a year that licensees had to report their 3 year continuing education for review and audit by staff. In this same two year period, initial licenses granted increased by 29%.
- The seven-member Board of Dietetics and Nutrition Practice (3 public members, 2 licensed dietitians, and 2 licensed nutritionists) set direction for the Board and oversee the agency's activities.

RESULTS

<i>Type of Measure</i>	<i>Name of Measure</i>	<i>Previous</i>	<i>Current FY16</i>	<i>Dates</i>
Quality	Percent of license renewals completed online	84%	80%	2013 2015
Quality	Percent of new license applications completed online	90%	90%	2014 2015
Quantity	Number of license renewals	1,499	1,715	2013 2015
Quantity	Number of new licenses issued	127	164	2013 2015
Quality	Licenses granted within 5 days upon receipt of all documentation	100%	100%	2013 2015

The statutory authority for the Minnesota Board of Dietetics and Nutrition Practice is located in Chapter 148.621 – 148.634: <https://www.revisor.mn.gov/statutes/?id=148.621>

The rules are located in MN Rules Chapter 3250. <https://www.revisor.mn.gov/rules/?id=3250>

Additional statutes pertaining to all health licensing boards are found in Chapters 13, 16, and 214.

Expenditures By Fund

	Actual	Actual	Actual	Estimate	Forecasted Base		Governor's Recommendation	
	FY14	FY15	FY16	FY17	FY18	FY19	FY18	FY19
1201 - Health Related Boards	96	98	123	138	121	121	136	138
2000 - Restrict Misc Special Revenue	0	0	0	0	5	5	5	5
Total	96	98	123	138	126	126	141	143
<i>Biennial Change</i>				67		(8)		24
<i>Biennial % Change</i>				34		(3)		9
<i>Governor's Change from Base</i>								32
<i>Governor's % Change from Base</i>								13

Expenditures by Program

Program: Dietetics & Nutrition Bd.	96	98	123	138	126	126	141	143
Total	96	98	123	138	126	126	141	143

Expenditures by Category

Compensation	75	75	87	88	86	86	94	96
Operating Expenses	21	19	36	50	40	40	47	47
Other Financial Transactions	0	4						
Total	96	98	123	138	126	126	141	143
Full-Time Equivalents	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9

1201 - Health Related Boards

	Actual	Actual	Actual	Estimate	Forecast Base		Governor's Recommendation	
	FY14	FY15	FY16	FY17	FY18	FY19	FY18	FY19
Balance Forward In	0	15	0	8	0	0	0	0
Direct Appropriation	111	122	113	115	115	115	130	132
Open Appropriation	0	0	17	15	6	6	6	6
Net Transfers	0	(5)	0	0	0	0	0	0
Cancellations	0	34	0	0	0	0	0	0
Expenditures	96	98	123	138	121	121	136	138
Balance Forward Out	15	0	8	0	0	0	0	0
<i>Biennial Change in Expenditures</i>				67		(19)		13
<i>Biennial % Change in Expenditures</i>				34		(7)		5
<i>Gov's Exp Change from Base</i>								32
<i>Gov's Exp % Change from Base</i>								13
Full-Time Equivalents	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9

2000 - Restrict Misc Special Revenue

	Actual	Actual	Actual	Estimate	Forecast Base		Governor's Recommendation	
	FY14	FY15	FY16	FY17	FY18	FY19	FY18	FY19
Receipts	0	0	0	0	5	5	5	5
Expenditures	0	0	0	0	5	5	5	5
<i>Biennial Change in Expenditures</i>				0		11		11
<i>Biennial % Change in Expenditures</i>				0				
<i>Gov's Exp Change from Base</i>								0
<i>Gov's Exp % Change from Base</i>								0

Dietetics and Nutrition Practice, Board of

FY18-19 Biennial Budget Change Item

Change Item Title: Small Agency Operating Increase

Fiscal Impact (\$000s)	FY 2018	FY 2019	FY 2020	FY 2021
General Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Other Funds				
Expenditures	8	10	10	10
Revenues	0	0	0	0
Net Fiscal Impact = (Expenditures – Revenues)	8	10	10	10
FTEs	0	0	0	0

Recommendation:

The Governor recommends \$18,000 in FY 2018-19 and \$20,000 in FY 2020-21 from the state government special revenue fund to support increasing salary and operating costs. This recommendation will allow the board to maintain current administrative support and service levels to the public. The amount recommended in FY 2018-19 represents a 7.8% increase to the board's base funding.

Rationale/Background:

The Board requires a small agency operating increase, as past appropriations have not kept up with increased expenditures. Over the past 8 years, appropriation increases totaled 9% or less than 1% a year, while salaries, benefits, rent and other operating expenses increased at a much greater rate. The boards past base budget were FY 10-11 \$105,000, FY 12-13 \$108,000, FY 14-15 \$111,000 and FY 16-17 \$115,000. Small increases each biennium were not sufficient to keep up with inflationary cost increases.

The board operates with .88 FTE. This increase is necessary to provide effectively and efficiently fulfill its mission. Without this increase the board will be forced to reduce services. This will result in current annual spending authority would increase from \$115,000 to \$123,000 in FY18 and \$125,000 in FY 19.

The Board is entirely fee supported and receives no General Fund dollars to provide all services. Fees must be collected to cover direct and indirect expenditures, deposited as non-dedicated revenue into the State Government Special Revenue Fund (SGSRF). The Board is granted authority to use these fees by the Minnesota Legislature to pay for all expenses incurred by the Board. The board collects sufficient revenue to cover all expense and this change item increase.

Proposal:

Small Agency Increase:	FY2018	FY2019	FY2020	FY2021
Salary, benefit , rent and other increases	\$8,000	\$10,000	\$10,000	\$10,000
Total	\$8,000	\$10,000	\$10,000	\$10,000

Results:

Type of Measure	Name of Measure	Previous	Current	Dates
Quantity	Percent of license renewals completed online	84%	80%	FY 2013 FY 2015
Quality	Percent of new license applications completed online	90%	90%	FY 2013 FY 2015

Statutory Change(s):

NA

Dietetics and Nutrition Practice, Board of

FY18-19 Biennial Budget Change Item

Change Item Title: Information Technology Services and Database Maintenance

Fiscal Impact (\$000s)	FY 2018	FY 2019	FY 2020	FY 2021
General Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Other Funds				
Expenditures	7	7	7	7
Revenues	0	0	0	0
Net Fiscal Impact = (Expenditures – Revenues)	7	7	7	7
FTEs	0	0	0	0

Recommendation:

The Governor recommends \$14,000 biennially from the state government special revenue fund for annual MN.IT (information technology) operations expense. Not included in previous base budgets, the new expenses include:

- Annual Maintenance Contract of Data Base and online services (ALIMNS) \$5,000.00
- MNIT 'switches' equipment annual expense: \$1,000.00
- Anticipated increased in annual Service Level Agreements expense \$1,000.00

The amount recommended in FY 2018-19 represents a 6.1% increase to the board's base budget.

Rationale/Background:

The Board of Dietetics and Nutrition Practice has not previously funded an IT operations budget. It must identify fees and spending authority to meet the anticipated MNIT expense and new delivery model.

The Board is entirely fee supported and receives no General Fund dollars to provide all services. Fees must be collected to cover direct and indirect expenditures, deposited as non-dedicated revenue into the State Government Special Revenue Fund (SGSRF). The Board is granted authority to use these fees by the Minnesota Legislature to pay for all expenses incurred by the Board. The board collects sufficient revenue to cover all expense and this change item increase.

Proposal:

MNIT Small Agency Increase:	FY2018	FY2019	FY2020	FY2021
• Annual Maintenance Contract of Data Base and online services (ALIMS)	\$5,000	\$5,000	\$5,000	\$5,000
• MNIT 'switches' equipment annual expense:	\$500	\$500	\$500	\$500
• Service Level Agreement Rates	\$1,000	\$1,000	\$1,000	\$1,000
• Total	\$6,500	\$6,500	\$6,500	\$6,500

Results:

Type of Measure	Name of Measure	Previous	Current	Dates
Quantity	% of license renewals completed online	84%	80%	FY15 FY 13
Quality	% of new applications completed online	90%	90%	FY15 FY13

Statutory Change(s):

NA