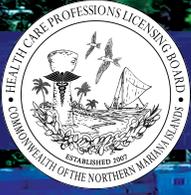


Commonwealth of the Northern Mariana Islands

2019 CITIZEN CENTRIC REPORT (PUBLIC LAW NO. 20-83)



Board of Professional Licensing and Health Care Professional Licensing Board

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ABOUT US

The Board of Professional Licensing (BPL) and the Health Care Professions Licensing Board (HCPLB) are both independent regulatory agencies of the CNMI Government administered under the Executive Branch. Each Board was established by law giving them the power and authority to license and regulate different professions under each Board’s jurisdiction. Both Boards are tasked to protect the general public of the Northern Mariana Islands by enforcing regulations that restrict professional practice to individuals who have demonstrated competency by having specific credentials in education and practical experience.

OUR MISSION

Board of Professional Licensing

The Board of Professional Licensing is to protect the public’s health, safety and welfare through its regulations on the practice of engineering, architecture, land surveying, landscape architecture and real property appraisal within the Commonwealth.

Health Care Professions Licensing Board

The Health Care Professions Licensing Board (HCPLB) is to provide services and initiatives that promote patient safety, quality of health care and regulatory best practices.

BOARD AND ADMINISTRATION COMPOSITION

Board of Professional Licensing:

- Comprised of 5 members, all appointed by the Governor and require the review and consent of the Senate.
 - ▶ 3 members from Saipan, 1) member from Tinian and /Rota respectively.
- Of the 5 members, at least 1 shall be a woman; and 3 shall be from the professional fields as set forth by law and engaged in the practice of member’s profession for at least 5 years.
- Must be licensed to practice in the CNMI;
- TERM: Members shall serve for 6 years with no term limitations.

Health Care Professions Licensing Board:

- Comprised of five (5) members, all appointed by the Governor and require the review and consent of the Senate.
 - ▶ One (1) member shall be a dentist; two (2) members shall be physicians; and two (2) members shall be health care professionals other than a physician or a dentist;
 - ▶ Must be CNMI resident for two (2) years;
 - ▶ Engaged in the practice of their profession for at least five (5) years;
 - ▶ TERM: Four (4) years (staggered) and can only serve for two (2) terms.

Administration:

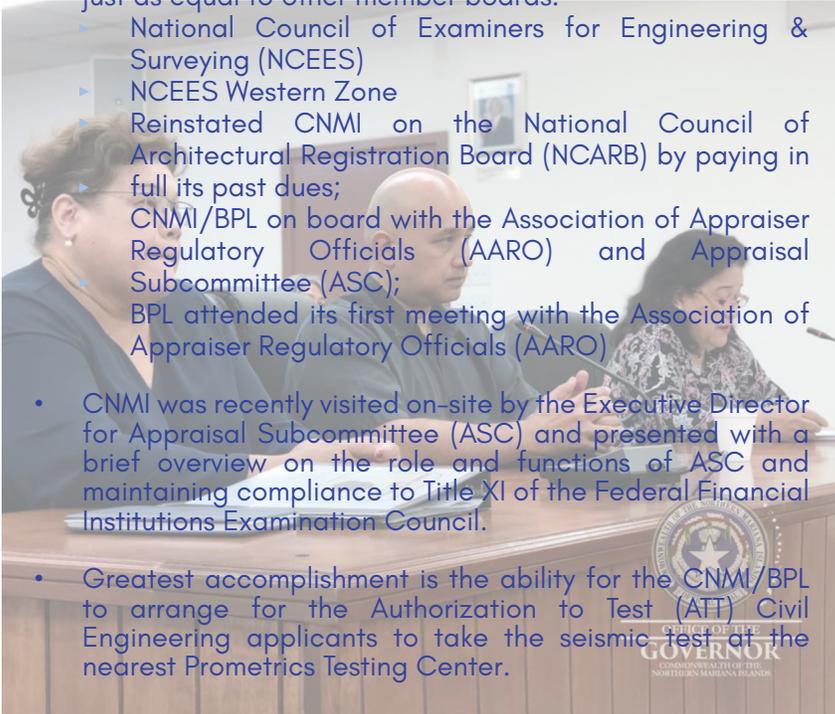
The administrative office employs three (3) personnel; an Executive Director appointed by the Board who occupies an exempted position, and two (2) civil service employees carrying out the administrative duties for both BPL and HCPLB.

HIGHLIGHTS 2019



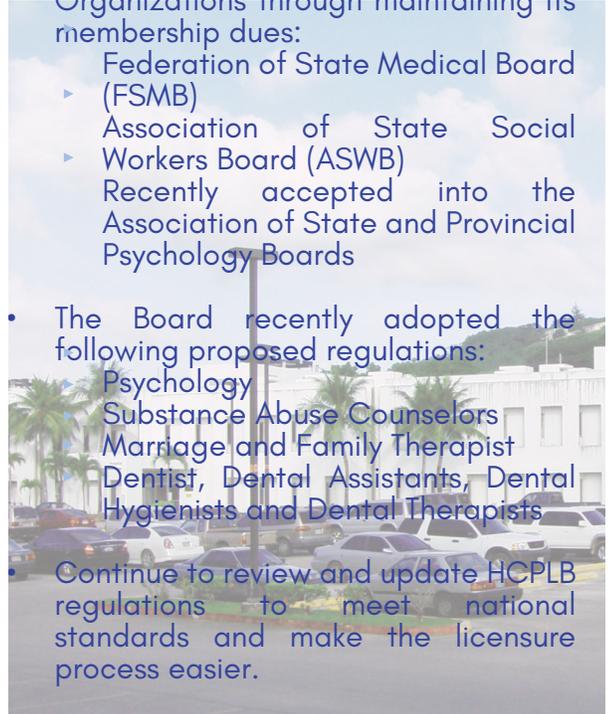
BOARD OF PROFESSIONAL LICENSING:

- Maintain active participation in the following National Council Organizations and despite being from a small jurisdiction, our input and voting positions on policies are just as equal to other member boards:
 - National Council of Examiners for Engineering & Surveying (NCEES)
 - NCEES Western Zone
 - Reinstated CNMI on the National Council of Architectural Registration Board (NCARB) by paying in full its past dues;
 - CNMI/BPL on board with the Association of Appraiser Regulatory Officials (AARO) and Appraisal Subcommittee (ASC);
 - BPL attended its first meeting with the Association of Appraiser Regulatory Officials (AARO)
- CNMI was recently visited on-site by the Executive Director for Appraisal Subcommittee (ASC) and presented with a brief overview on the role and functions of ASC and maintaining compliance to Title XI of the Federal Financial Institutions Examination Council.
- Greatest accomplishment is the ability for the CNMI/BPL to arrange for the Authorization to Test (ATT) Civil Engineering applicants to take the seismic test at the nearest Prometrics Testing Center.



HEALTH CARE PROFESSIONS LICENSING BOARD:

- Maintain active participation in the following National Council Organizations through maintaining its membership dues:
 - Federation of State Medical Board (FSMB)
 - Association of State Social Workers Board (ASWB)
 - Recently accepted into the Association of State and Provincial Psychology Boards
- The Board recently adopted the following proposed regulations:
 - Psychology
 - Substance Abuse Counselors
 - Marriage and Family Therapist
 - Dentist, Dental Assistants, Dental Hygienists and Dental Therapists
- Continue to review and update HCPLB regulations to meet national standards and make the licensure process easier.

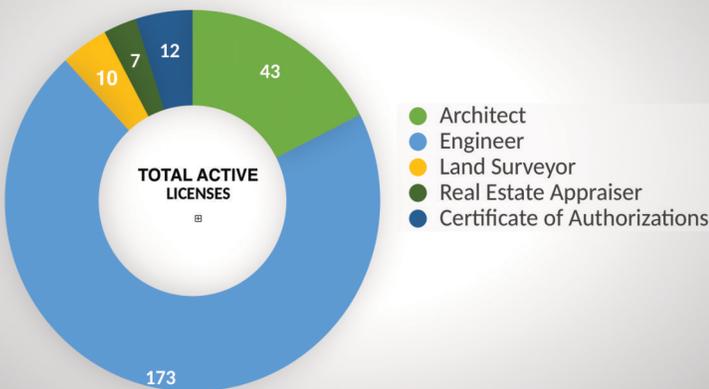


DEMOGRAPHICS



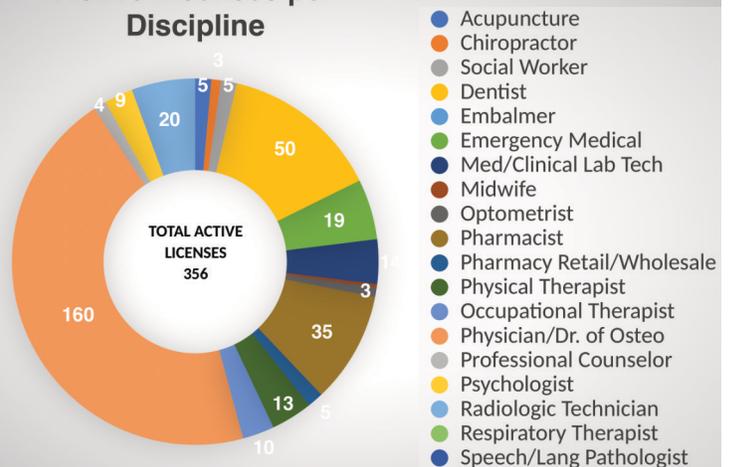
BOARD OF PROFESSIONAL LICENSING:

Active Licenses per Discipline



HEALTH CARE PROFESSIONS LICENSING BOARD:

Active Licenses per Discipline



Our Finances

SPENDING AND REVENUES FOR FISCAL YEAR 2019



BPL and HCPLB are funded through the following sources of revenue:

- **Annual Local Appropriation** (PL No. 20-67) for its personnel and general operations of the Office.
- **Board of Professional Licensing Revolving Fund (BPLRF)** through its licensing fees and established by PL No. 17-39 to fund annual membership dues to affiliated professional organizations, Board trainings, credential verifications and other licensure related costs.
- **Health Care Professions Licensing Board Revolving Fund (HCPLBRF)** through its medical licensing fees and established by PL No. 15-105 to pay for its fees and annual membership fees to affiliated organizations that provide professional assistance in licensure, review and verify credentials of applicants, background checks and licensure related costs.

FY 2019 BUDGET	ALLOTMENT	OBLIGATION	VARIANCE
BPL BUDGET (PL 20-67)	120,934	133,737	-12,600
REVOLVING ACCOUNTS	YTD EXPENSES	OBLIGATION	FUND BALANCE
#1962A BPL Revolving Fund	150,995	60,261	90,734
#1962B HCPLB Revolving Fund	117,725	58,083	59,642

BPL 100%-Personnel Cost
Increase in budget by 12.5% in 2019 was necessary to accommodate added responsibilities as a result of PL 15-105.

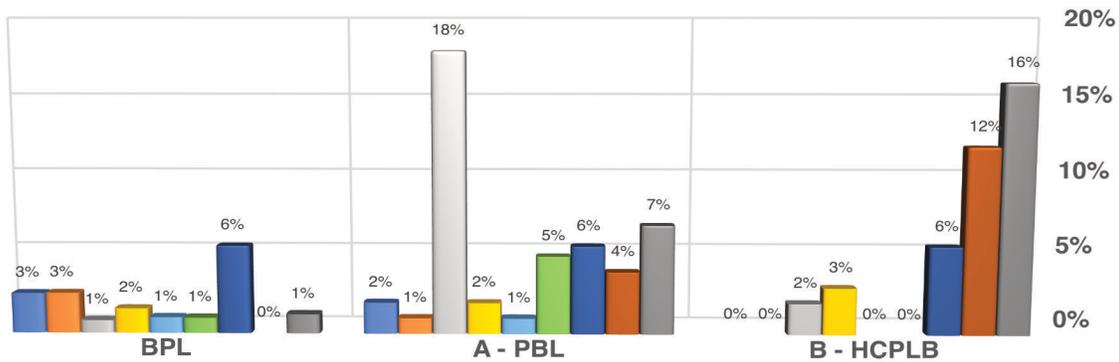
-15%-BPL
BPL - All Others Categories Expenses in various categories were all essential to the operations of the BPL meet its mandates.

40%-A-BPL
All Others Categories Expenses were all geared towards maintain network & membership to stay abreast standards for certification and licensure requirement.

49%-B-HCPLB
All Others Categories Expenses were all geared towards maintain network & membership to stay abreast standards for certification and licensure requirement.

FY 2019 Operation Expenses

- Communications
- Utilities
- Repairs/Maint
- Cleaning Srvcs
- Fuel/Lubricate
- OPA Fee
- Dues/Subscriptions
- Travel
- Others



What's Next...

CHALLENGES AND PRIORITIES



In the last three years, BPL/HCPLB showed significant effort in keeping our regulations updated to meet national standards. Of much concern to the Board is how technology is catching up rapidly in most of the professional fields. Computer based testing is a major initiative especially in the field of engineering and for medical health it is regulating telemedicine. Hopefully for the year 2020, the following priorities will be set in place that will update and optimize the licensure process and tracking system.

- Design and implement a Data Management System for BPL and HCPLB to allow for a comprehensive management of all data used in the management of licensing and audit tracking.
- Automate Clientele Information and Licensing Data.
- Redesign and upgrade website to be user-friendly.
- Promote simple career outreach campaign programs on career options to our elementary and high school students.
- Review application forms to streamline content and simplify the information that will make our application form easier and not hard to get a license.
- Initiate strategic licensure-related programs for potential candidates who have yet to take their FE Exams by offering a course sponsored by BPL.



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