

# Regulatory Analysis Form

(Completed by Promulgating Agency)

**INDEPENDENT REGULATORY  
REVIEW COMMISSION**

**RECEIVED**

(All Comments submitted on this regulation will appear on IRRC's website)

(1) Agency  
Department of State, Bureau of Professional and Occupational  
Affairs, State Board of Veterinary Medicine

Independent Regulatory  
Review Commission

June 12, 2024

(2) Agency Number: 16A  
Identification Number: 5732

IRRC Number: 3407

(3) PA Code Cite:  
49 Pa Code §§ 31.41 and 31.104

(4) Short Title:  
Fee Increase

(5) Agency Contacts (List Telephone Number and Email Address):  
Primary Contact: Todd P. Kriner, Board Counsel, State Board of Veterinary Medicine; P.O. Box 69523,  
Harrisburg, PA 17106-5923; 717-783-7200;  
Secondary Contact: Thomas M. Davis, Regulatory Counsel; P.O. Box 69523, Harrisburg, PA 17106-5923;  
717-783-7200; tmdavis@pa.gov

(6) Type of Rulemaking (check applicable box):

**PROPOSED REGULATION**

Final Regulation

Final Omitted Regulation

Emergency Certification Regulation;

Certification by the Governor

Certification by the Attorney General

(7) Briefly explain the regulation in clear and nontechnical language. (100 words or less)

The proposal would amend § 31.41 (relating to fees for veterinarians and veterinary technicians) and § 31.104 (relating to fees for animal protection organizations (APOs) and euthanasia technicians) to increase all renewal fees by 3% each biennium for three consecutive renewal cycles (beginning December 1, 2024), and it will increase all application fees to reflect the true administrative cost to the Board to process each individual application.

(8) State the statutory authority for the regulation. Include specific statutory citation.

The Board is empowered by section 13(a) of the act (63 P.S. § 485.13(a)) to fix the fees required for examination, licensure, certification, registration, renewal of licenses and registrations, renewal of certificates and temporary permits. If the revenues raised by fees, fines and civil penalties imposed pursuant to the act are not sufficient to meet expenditures over a 2-year period, the Board is required by section 13(b) of the act (63 P.S. § 485.13(b)) to increase those fees by regulation so that the projected revenues will meet or exceed projected expenditures. Additionally, the Commissioner is appointed by the Governor and has a number of powers and duties. Specifically, under 71 P.S. § 279.1(a)(7), the Commissioner has the power and duty, “[u]nless otherwise provided by law, to fix the fees to be charged by the several professional and occupational examining boards within the department.”

(9) Is the regulation mandated by any federal or state law or court order, or federal regulation? Are there any relevant state or federal court decisions? If yes, cite the specific law, case or regulation as well as, any deadlines for action.

Yes. The Board is required by section 13(b) of the act (63 P.S. § 485.13(b)) to set fees to raise sufficient revenue to meet expenditures. The proposed rulemaking is not mandated by any other federal or state law or court order or federal regulation.

(10) State why the regulation is needed. Explain the compelling public interest that justifies the regulation. Describe who will benefit from the regulation. Quantify the benefits as completely as possible and approximate the number of people who will benefit.

The Board receives an annual report from BFO regarding the Board's income and expenses. On January 7, 2022, BFO advised the Board it would be necessary for the Board to raise its application and biennial renewal fees to meet current and projected expenses. BFO noted that the Board has incurred significant increases in legal, hearing examiner, enforcement and investigation expenses. The Board attributes these increases to the rapid rise in the number of investigations, open cases and disciplinary matters arising from the criminal information that the Board receives from the Pennsylvania Justice Network (JNET). BFO expects these expenses to increase to with the influx of data collected by the Bureau of Enforcement and Investigation.

As a result of the Board's discussions with BFO, the Bureau's Revenue Office and Board staff conducted a review of the operations conducted by the Board. The fees for services for licensees were analyzed to determine if the current fees reflected the actual cost of providing the services. Actual cost calculations are based upon the following formula:

$$\begin{array}{r} \text{Number of minutes to perform the function} \\ \times \\ \text{Pay rate for the classification of the personnel performing the function} \\ + \\ \text{Proportionate share of administrative overhead} \end{array}$$

The above analysis determined that the current application fees do not accurately reflect the actual cost of processing the following initial applications: veterinarian, certified veterinary technician, registered animal protection organization, euthanasia technician, and continuing education program approval.

Currently, the revenues raised by fees, fines and civil penalties imposed pursuant to the act are not sufficient to meet expenditures over a 2-year period. Accordingly, the Board is required by section 13(b) of the act (63 P.S. § 485.13(b)) to increase those fees by regulation so that the projected revenues will meet or exceed projected expenditures.

Based upon the cost of operations analysis performed and the revenue and expense projections, BFO recommended, and the Board agreed, to increase a total of five application fees – all graduated fee increases. Additionally, in order to ensure that the expenditures do not continue to outpace revenue, on March 18, 2022, the Board voted to increase four biennial renewal fees, plus one fee related to APO reinspection and one fee related to verification of licensure/certification – all graduated fee increases. The Board believes that the proposed fees will be adequate to cover operating expenses through at least FY 2029-2030.

In fiscal years (FYs) 2018-2019 and 2019-2020, the Board incurred expenses of \$1,345,557.59 and

\$1,397,676.97, respectively, and received \$2,239,892.27 and \$155,537.20 in revenue, respectively. In other words, over that two-year timeframe, the Board's total expenses (\$2,743,234.56) outpaced its total revenue (\$2,395,429.47) by \$347,805.09. The Board's overall remaining balance at the end of FY 2019-2020 was \$1,751,478.31.

In FYs 2020-2021 and 2021-2022, the Board's expenses were \$1,347,700.03 and \$1,268,000.00 (projected), respectively, with revenues of \$2,281,280.29 and \$156,000.00 (projected), respectively. In other words, over that two-year timeframe, the Board's total expenses (\$2,615,700.03) outpaced its total revenue (\$2,437,280.29) by \$178,419.74. The Board's overall remaining balance at the end of FY 2021-2022 was \$ 1,573,058.57.

In FYs 2022-2023 and 2023-2024, the Board's expenses were projected to be \$1,388,000.00 and \$1,306,000.00 respectively, with revenues projected to be \$2,486,000 and \$164,000, respectively. In other words, over that two-year timeframe, the Board's total expenses (\$2,694,000) are projected to outpace its total revenue (\$2,650,000) by \$44,000. The Board's overall remaining balance at the end of FY 2023-2024 is projected to be \$1,529,058.57.

According to BFO's projections, if the Board were to keep its current fee structure in place (no increases for any of its fees), the Board's biennial revenue would remain at \$2,645,000 for each of the next 6 years. However, its expenses are projected to grow each year, such that the amount the Board would be spending above and beyond its revenue would become increasingly larger each successive year. The Board's projected revenue would fall short of meeting its expenses by \$131,000 in FY 24-25/FY 25-26, then by \$213,000 in FY 26-27/FY 27-28, and then by \$299,000 in FY 28-29/FY 29-30. Those projections also show a significant reduction in the Board's overall remaining balance, which by the end of FY 29-30 would be down to \$886,058.57.

The new fee structure is projected to produce biennial revenues of: \$2,730,000 in FYs 2024-2025 and 2025-2026, which will allow the Board to nearly meet its projected expenditures of \$ 2,773,000; biennial revenues of \$2,863,000 in FYs 2026-2027 and 2027-2028, which will allow the Board to meet or exceed its projected expenditures of \$ 2,856,000; and biennial revenues of \$ 2,942,000 in FYs 2028-2029 and 2029-2030, which will allow the Board to meet or exceed its projected expenditures of \$2,942,000 and will result in a positive remaining balance of \$1,549,058.57 in FY 2029-2030. The Board believes that the proposed fees will be adequate to cover operating expenses through at least fiscal year 2029-2030.

The fee increases for application and biennial renewal fees will enable the Board to continue to maintain a small surplus in funds should there be any additional unknown financial impacts. The proposed rulemaking will benefit every citizen of the Commonwealth in that it ensures the fiscal integrity of the Board so that it can carry out its mission. The costs to applicants and licensees are outweighed by the Board's duty to license and regulate the practice in the public interest.

(11) Are there any provisions that are more stringent than federal standards? If yes, identify the specific provisions and the compelling Pennsylvania interest that demands stronger regulations.

There are no provisions that are more stringent than federal standards, because there are no federal standards applicable to the subject matter of the regulation.

(12) How does this regulation compare with those of the other states? How will this affect Pennsylvania's ability to compete with other states?

This proposed rulemaking will not adversely affect Pennsylvania's ability to compete with other states. The proposed veterinarian application fees (\$125-\$138) are low, as compared to the other states in the Northeast Region, with only Maine (\$95) and Vermont (\$100) being lower. However, the proposed biennial renewal fees (\$371-\$393) are higher, with only Rhode Island (\$580) and Connecticut (\$570) known to be comparable. The proposed veterinary technician application fees (\$78-\$86) are low or comparable to all other states that require licensure/certification, with application fees typically ranging between \$50 and \$150. However, the proposed veterinary technician biennial renewal fees (\$103-\$109) are slightly higher than the average (between \$50 and \$60), with only New York (\$137 (triennial)) and Vermont (\$175) being higher.

The following summarizes the application fees and biennial renewal fees, with respect to veterinarians and veterinary technicians, of the 12 other states in the Northeast quadrant of the United States, as per Executive Order 2017-03 (regarding Review of State Professional and Occupational Licensure Board Requirements and Processes):

### CONNECTICUT

Veterinarian

Application Fee: \$565; Licensing Period: 2 years; Renewal: \$570

Veterinary technicians do not need to be certified, registered, or licensed in Connecticut, and there is no mention of veterinary technicians in the Connecticut Board of Veterinary Medicine's Practice Act.

Verification of Licensure/Certification: There is no fee for this service.

CE program approval: The Department does not approve continuing education courses or pre-approve specific coursework for individual licensees, nor does the Department maintain a list of continuing education courses. It is incumbent on the licensee and the provider to ensure that the CE activity meets the requirements.

### DELAWARE

Veterinarian

Application Fee: \$175; Licensing Period: 2 years

Veterinary technicians

Application Fee: \$112; Licensing Period: 2 years

Renewal Fee – Licensees are notified of the amount of the renewal fee at the time of renewal.

Verification of Licensure/Certification: \$35

CE program approval: \$45 when submitted by course provider. No fee is required when submitted by Delaware licensee.

### MAINE

Veterinarian

Application Fee: \$95; annual renewal \$100

Veterinary Technician (registration)  
\$35.00 License Fee; annual renewal \$50

Verification of Licensure/Certification: no fee

CE program approval: no fee

### MARYLAND

Veterinarian

Fee: \$225; Licensing Period: 2 years

Initial registration fee for newly licensed and newly-reinstated veterinarians: Between July 1 and December 31 \$150; Between January 1 and June 30 \$75  
Annual registration renewal fee \$150

Veterinary technicians (registration)  
Application fee \$85; Registration fee (triennial) \$60

Verification of Licensure/Certification: \$25

CE program approval: no fee

### MASSACHUSETTS

Veterinarian

Fee: \$343.00 (\$71.00 initial license fee, \$117.00 application fee + \$155.00 jurisprudence exam fee);  
Licensing Period: 1 year; Renewal Fee: \$125.00

Veterinary technicians (certificate)  
Licensure/certification is not necessary to become a veterinary technician in Massachusetts

Verification of Licensure/Certification: \$15

CE program approval: \$25

### NEW HAMPSHIRE

Veterinarian

Fee: \$175, renew in 24 mos. at \$150; Licensing Period: 2 years

Veterinary technicians  
New certification \$40; renewal \$40; Certification Period: 2 years

Verification of Licensure/Certification: \$20

CE program approval: \$25

## NEW JERSEY

### Veterinarian

Fees: Application fee \$ 150.00; initial license fee - during the first year of a biennial renewal period \$250.00, during the second year of a biennial renewal period \$125.00; biennial renewal fee 2 year \$250.00;

### Veterinary technicians

Licensure/certification is not necessary to become a veterinary technician in New Jersey

Verification of Licensure \$25

CE program approval: \$25 to \$50 (less than three hours, vs. 3 hours or more)

## NEW YORK

### Veterinarian

Application Fee: \$372; Licensing Period: 3 years. Renewal fee total: \$287

### Veterinary technicians (license)

Application fee \$177; triennial registration period. Renewal fee total: \$137

Verification of Licensure/Certification: \$25

CE program approval: N/A; Only approves sponsors at \$900

## OHIO

### Veterinarian

Application Fee: \$425.00 – even numbered years, \$300.00 – odd numbered years

Biennial renewal: \$35

### Veterinary technicians (registration)

Application Fee: even numbered years = \$25.00; odd numbered years = \$35.00.

Biennial renewal: \$35, \$45, or \$60 (depending on when postmarked)

Verification of Licensure/Certification: no fee

CE program approval: no fee

## RHODE ISLAND

### Veterinarian

Application Fee: \$580.00; Renewal \$580.00; Licensing Period: 2 years.

### Veterinary technicians

The state of Rhode Island does not require the certification of veterinary technicians.

Verification of Licensure/Certification: \$50

CE program approval: no fee

## VERMONT

Veterinarian

Application Fee: \$100.00; renewal \$175; Licensing Period: 2 years.

Veterinary technicians (certificate).

Application Fee: \$100.00; renewal \$175; Licensing Period: 2 years.

Verification of Licensure/Certification: \$100.00 to providers and \$25.00 to individuals who are seeking approval from the Office of Professional Regulation (OPR) for continuing, qualifying, or pre-licensing education courses.

CE program approval: no fee

## WEST VIRGINIA

Veterinarian

Application Fee: \$300; Renewal Fee: \$250 Licensing Period: 1 year

Veterinary technicians (registration)

Application Fee \$10; Registration Renewal: \$5.00

Verification of Licensure/Certification: \$25

CE program approval: \$50

While nearly every other state in the Northeast region allows certified euthanasia technicians to administer drugs for euthanasia at animal shelters, few have strict law and regulatory schemes controlling the licensure (or certification) of euthanasia technicians and few have strict law and regulatory schemes controlling the licensure (or certification) of animal protection organizations (shelters, pounds, etc.), to allow them to purchase and possess drugs for euthanasia. Accordingly, it is nearly impossible to make a direct comparison. However, the Commonwealth's strict law and regulatory scheme should make it easier to compete with other states, because many applicants will find the law and regulations in other states to be nebulous and confusing. The proposed fees are slightly lower than the fees of West Virginia, which is the only other state in the Northeast region with a euthanasia licensing and certification scheme similar to that of the Commonwealth.

### West Virginia's Euthanasia Technician and an Animal Euthanasia Facility fees

Certified Animal Euthanasia Technician application, Rules and Practice Act, examination, and certification fee \$110.00

Certified Animal Euthanasia Technician training program fee \$225.00

Certified Animal Euthanasia Technician certification renewal fee \$50.00

Certified Animal Euthanasia Technician continuing education program fee \$250.00

Animal Euthanasia Facility initial registration and renewal fee \$50.00

Inspection of a facility which employs a Certified Animal Euthanasia Technician and is performing euthanasia \$250.00

(13) Will the regulation affect any other regulations of the promulgating agency or other state agencies? If yes, explain and provide specific citations.

No, the proposed rulemaking will not affect any other regulations of the promulgating agency or other state agencies. However, the proposed rulemaking will increase application fees and biennial renewal fees for registered APOs and euthanasia technicians, and these fees are not yet included in the Board's regulations. These fees are related to a rulemaking that will be published as final in the Spring of 2024: the Board's euthanasia regulation (16A-5726).

(14) Describe the communications with and solicitation of input from the public, any advisory council/group, small businesses and groups representing small businesses in the development and drafting of the regulation. List the specific persons and/or groups who were involved. ("Small business" is defined in Section 3 of the Regulatory Review Act, Act 76 of 2012.)

At the Board's regularly scheduled, May 21, 2021 Board meeting, BFO informed the Board that its current revenue is not sufficient to meet expenditures. The Board's revenue deficit was discussed at the Board's July 23, 2021 meeting, as well as the November 12, 2021 meeting, and the Board voted to increase application and renewal fees at its January 7, 2022 meeting. The Board reviewed the proposed Annex and Preamble for this proposed rulemaking at its March 18, 2022 meeting, and voted to approve the same. Public notice of each of the listed meetings was posted months in advance online, and each meeting was held online, and was open to the public via a link on the Board's website. Meeting agendas are posted on the Board's website no less than one week prior to each scheduled meeting.

(15) Identify the types and number of persons, businesses, small businesses (as defined in Section 3 of the Regulatory Review Act, Act 76 of 2012) and organizations which will be affected by the regulation. How are they affected?

The proposed rulemaking will affect all veterinarians (5,282 plus 533 biennial applicants), veterinary technicians (3,001 plus 398 biennial applications), and continuing education providers (offering continuing education related to the practice of veterinary medicine) (34 biennial applications) in the Commonwealth. Furthermore, the proposed rulemaking will affect individuals who request that the Board provide a verification of licensure of certification (169 biennially). Each of these fees will be increased by 3% in 2024, an additional 3% in 2026, and an additional 3% in 2028 for each renewal, application, and verification.

According to the Small Business Administration (SBA), there are approximately 1,095,907 businesses in Pennsylvania; of which 1,091,524 are small businesses. Of the 1,091,524 small businesses, 226,483 are small employers (those with fewer than 500 employees) and the remaining 865,041 are non-employers. Thus, the vast majority of businesses in Pennsylvania are considered small businesses. According to the Pennsylvania Department of Labor and Industry, in 2020, most veterinarians worked in veterinary services (80%), self-employed (11%), government (3%), educational services (1%) and in social advocacy organizations (1%). Most veterinary technicians worked in veterinary services (91%), junior colleges, colleges, universities and professional schools (4%), and social advocacy organizations (1%). No such statistics are available via the Pennsylvania Department of Labor and Industry for euthanasia technicians.



For the business entities listed above, small businesses are defined in Section 3 of the Regulatory Review Act (71 P.S. §745.3), which provides that a small business is defined by the SBA's Small Business Size Regulations under 13 CFR Ch. 1 Part 121. These size standards have been established for types of businesses under the North American Industry Classification System (NAICS). In applying the NAICS standards, a small business classified under NAICS code 541940 (veterinary services) is one with \$8.0 million or less in average annual receipts. Junior colleges (NAICS code 611210) are considered small businesses if they have \$22.0 million or less in average annual receipts. Colleges, universities and professional schools (NAICS code 611310) are considered small businesses if they have \$30.0 million or less in average annual receipts. A small business classified under research and development in the physical, engineering, and life sciences is one with less than 1,000 employees. Based upon the above information, it is unlikely that individuals seeking licensure would work in a small business and the organization that provides euthanasia services in Pennsylvania would not be categorized as a small business.

(16) List the persons, groups or entities, including small businesses that will be required to comply with the regulation. Approximate the number that will be required to comply.

The proposed rulemaking will affect all veterinarians (5,282 plus 533 biennial applicants), veterinary technicians (3,001 plus 398 biennial applications), and continuing education providers (offering continuing education related to the practice of veterinary medicine) (34 biennial applications) in the Commonwealth. Furthermore, the proposed rulemaking will affect individuals who request that the Board provide a verification of licensure of certification (169 biennially). Each of these fees will be increased by 3% in 2024, an additional 3% in 2026, and an additional 3% in 2028 for each renewal, application, and verification.

Additionally, APOs purchasing and storing drugs for euthanasia, as well as all euthanasia technicians, will be expected to comply with the regulation. The Board expects to begin accepting applications for certificates of registration for APOs in the Spring of 2024. Approximate numbers of affected individuals and potential economic impact is discussed in paragraph 17.

(17) Identify the financial, economic and social impact of the regulation on individuals, small businesses, businesses and labor communities and other public and private organizations. Evaluate the benefits expected as a result of the regulation.

The proposed regulation will increase all renewal fees by 3% each biennium for three consecutive renewal cycles, and it will increase all application fees to reflect the true administrative cost to the Board to process each individual application. The proposed regulation should not have other fiscal impact on the private sector, the general public or political subdivisions.

### **Proposed Application Fees**

As set forth in § 31.41(a), the proposed graduated increases will have the following impacts:

#### **Veterinarian licensure by examination**

Biennially, the Board receives approximately 533 applications for veterinarian licensure by examination. The graduated increases for this application fee will generate additional revenue as follows:

FY 24-25 through FY 25-26: The fee increase from \$35 to \$125 will generate an additional \$47,970 in application fees.

FY 26-27 through FY 27-28: The fee increase from \$125 to \$131 will generate an additional \$51,168 in application fees.

FY 28-29 through FY 29-30: The fee increase from \$131 to \$138 will generate an additional \$54,899 in application fees.

#### **Certification as a veterinary technician by examination**

Biennially, the Board receives approximately 389 applications for certification as a veterinary technician by examination. The graduated increases for this application fee will generate additional revenue as follows:

FY 24-25 through FY 25-26: The fee increase from \$35 to \$78 will generate an additional \$16,727 in application fees.

FY 26-27 through FY 27-28: The fee increase from \$78 to \$82 will generate an additional \$18,238 in application fees.

FY 28-29 through FY 29-30: The fee increase from \$82 to \$86 will generate an additional \$19,839 in application fees.

#### **Continuing education program approval**

Biennially, the Board receives approximately 34 applications for veterinarian licensure by examination. The graduated increases for this application fee will generate additional revenue as follows:

FY 24-25 through FY 25-26: The fee increase from \$35 to \$108 will generate an additional \$2,482 in application fees.

FY 26-27 through FY 27-28: The fee increase from \$108 to \$113 will generate an additional \$2,652 in application fees.

FY 28-29 through FY 29-30: The fee increase from \$113 to \$119 will generate an additional \$2,856 in

application fees.

As set forth in § 31.104(b), the proposed graduated increases will have the following impacts:

Registered animal protection organization

Biennially, the Board expects to receive approximately 10 applications for registration as an animal protection organization. The graduated increases for this application fee will generate additional revenue as follows:

FY 24-25 through FY 25-26: The fee “increase” from \$244 to \$244 will generate an additional \$0 in application fees.

FY 26-27 through FY 27-28: The fee increase from \$244 to \$256 will generate an additional \$120 in application fees.

FY 28-29 through FY 29-30: The fee increase from \$256 to \$269 will generate an additional \$20 in application fees.

Licensure as a euthanasia technician by examination

Biennially, the Board expects to receive approximately 50 applications for registration as an animal protection organization. The graduated increases for this application fee will generate additional revenue as follows:

FY 24-25 through FY 25-26: The fee “increase” from \$87 to \$87 will generate an additional \$0 in application fees.

FY 26-27 through FY 27-28: The fee increase from \$87 to \$91 will generate an additional \$200 in application fees.

FY 28-29 through FY 29-30: The fee increase from \$91 to \$96 will generate an additional \$450 in application fees.

As set forth in § 31.104(c), the proposed graduated increases will have the following impacts:

Biennially, the Board receives approximately 169 applications for verification of licensure/certification. The graduated increases for this application fee will generate additional revenue as follows:

FY 24-25 through FY 25-26: The fee increase from \$15 to \$20 will generate an additional \$845 in application fees.

FY 26-27 through FY 27-28: The fee increase from \$20 to \$21 will generate an additional \$1,014 in application fees.

FY 28-29 through FY 29-30: The fee increase from \$21 to \$22 will generate an additional \$1,183 in application fees.

**Proposed Biennial Renewal Fee Increases**

As set forth in § 31.41(b), the proposed graduated increases will have the following impacts:

There are 5,576 licensed veterinarians in the Commonwealth. The graduated biennial renewal fee increases will generate additional revenue as follows:

FY 24-25 and FY 25-26: The fee increase from \$360 to \$371 will generate an additional \$61,336 in revenue.

FY 26-27 and FY 27-28: The fee increase from \$371 to \$382 will generate an additional \$122,672 in revenue.

FY 28-29 and FY 29-30: The fee increase from \$382 to \$393 will generate an additional \$184,008 in revenue.

There are 3,174 veterinary technicians in the Commonwealth. The graduated biennial renewal fee increases will generate additional revenue as follows:

FY 24-25 and FY 25-26: The fee increase from \$100 to \$103 will generate an additional \$9,522 in revenue.

FY 26-27 and FY 27-28: The fee increase from \$103 to \$106 will generate an additional \$19,044 in revenue.

FY 28-29 and FY 29-30: The fee increase from \$106 to \$109 will generate an additional \$28,566 in revenue.

For the purpose of this proposed rulemaking, the Board estimates 50, 60, and 70 Registered APOs in the Commonwealth for each of the three renewal cycles, respectively. The graduated biennial renewal fee increases will generate additional revenue as follows:

FY 24-25 and FY 25-26: With 50 APOs, the fee increase from \$50 to \$52 will generate an additional \$100 in revenue.

FY 26-27 and FY 27-28: With 60 APOs, the fee increase from \$52 to \$54 will generate an additional \$240 in revenue.

FY 28-29 and FY 29-30: With 70 APOs, the fee increase from \$54 to \$56 will generate an additional \$420 in revenue.

For the purpose of this proposed rulemaking, the Board estimates 50, 100, and 150 licensed euthanasia technicians in the Commonwealth for the three renewal cycles, respectively. The graduated biennial renewal fee increases will generate additional revenue as follows:

FY 24-25 and FY 25-26: With 50 licensed euthanasia technicians, the fee increase from \$25 to \$26 will generate an additional \$50 in revenue.

FY 26-27 and FY 27-28: With 100 licensed euthanasia technicians, the fee increase from \$26 to \$27 will generate an additional \$200 in revenue.

FY 28-29 and FY 29-30: With 150 licensed euthanasia technicians, the fee increase from \$27 to \$28 will generate an additional \$450 in revenue.

(18) Explain how the benefits of the regulation outweigh any cost and adverse effects.

The Board is a statutorily-created board which has powers and duties as set forth in the act, including the following: determine the qualifications and fitness of applicants; adopt and revise regulations; refuse, revoke, suspend or otherwise limit licensees; establish fees for the operation of the board; and conduct hearings. The Board's expenses include the following: Bureau administration, Commissioner's and Revenue office services, Departmental services, legal office services, hearing expenses, enforcement and investigation costs, Professional Compliance Office costs, and board member expenses.

The Board is required by section 13(b) of the act (63 P.S. § 485.13(b)) to set fees to raise sufficient revenue to meet expenditures. If the revenues raised by fees, fines and civil penalties imposed pursuant to the act are not sufficient to meet expenditures over a two-year period, the Board is required by section 13(b) of the act (63 P.S. § 485.13(b)) to increase those fees by regulation so that the projected revenues will meet or exceed projected expenditures.

The proposed rulemaking would benefit every citizen of the Commonwealth in that it would ensure the fiscal integrity of the Board and allow the Board to continue to carry out its mission of protecting the public from being misled by incompetent, unscrupulous and unauthorized persons and from unprofessional or illegal practices by persons licensed to practice veterinary medicine. The costs to applicants and licensees are outweighed by the Board's duty to license and regulate the profession. Additionally, application fees will more accurately address the actual cost of resources devoted to processing applications.

(19) Provide a specific estimate of the costs and/or savings to the **regulated community** associated with compliance, including any legal, accounting or consulting procedures which may be required. Explain how the dollar estimates were derived.

As reflected in the Board's response to question 17, the regulated community will incur additional costs as a result of the graduated application and biennial registration fee increases. The total economic impact attributable to the graduated application fee increases is as follows:

FYs 24-25 and 25-26: \$67,179  
FYs 26-27 and 27-28: \$72,423  
FYs 28-29 and 29-30: \$78,294  
TOTAL: \$217,896

The total economic impact attributable to the graduated biennial registration increases is as follows:

FYs 24-25 and 25-26: \$71,008  
FYs 26-27 and 27-28: \$142,156  
FYs 28-29 and 29-30: \$213,444  
TOTAL: \$426,608

Thus, the total economic impact to applicants, licensees, registrants, and employers (if employers choose to pay the application or biennial registration fees of their employees) is \$860,820. This amount reflects the economic impact that will occur over six years (three biennium), beginning with FY 2024-2025 through and including FY 2029-2030.

The verification of licensure/certification fee will increase from \$15 to \$20 upon publication as final, and increases to \$21 on December 1, 2026, then finally \$22 on December 1, 2028. The Board receives approximately 169 requests for verification of licensure per biennium, so the initial increase to \$20 should

generate and additional \$845 in revenue per biennium, while the second increase (to \$21) should generate an additional \$1,014 in revenue per biennium, and the final increase (to \$22) should generate an additional \$1,183 in revenue per biennium. It would be exceedingly speculative to estimate and attempt to quantify how many individuals in the regulated community may ultimately pay the re-inspection fee (\$216 increases to \$228, then to \$241), but the ultimate cost to the regulated community is expected to be minimal. The Board does not propose to change the duplicate license or certificate fee (\$5), the late renewal fee (\$5), or the certification of scores or hours fee (\$25).

The Board does not anticipate additional administrative, legal, accounting or consulting costs to the Board, applicants or licensees by implementing the rulemaking. There are no other costs or savings to the regulated community that will result from compliance with the rulemaking.

(20) Provide a specific estimate of the costs and/or savings to the **local governments** associated with compliance, including any legal, accounting or consulting procedures which may be required. Explain how the dollar estimates were derived.

Some local governments own and operate APOs that will eventually be purchasing and storing drugs for euthanasia. Moreover, these same APOs may decide to shoulder the cost of renewal fees for their licensed euthanasia technicians. Accordingly, for the purposes of estimating costs to local governments, if all APOs were controlled by local governments, and all APOs decided to pay renewal fees for their licensed euthanasia technicians:

Prop. add. APO application fees	\$370
Prop. add. APO renewal fees	\$760
<u>Prop. add. ET biennial renewal fees</u>	<u>\$700</u>

Total: \$1,830 (over three biennial renewal cycles).

(21) Provide a specific estimate of the costs and/or savings to the **state government** associated with the implementation of the regulation, including any legal, accounting, or consulting procedures which may be required. Explain how the dollar estimates were derived.

The Board will recoup the cost of reviewing and processing applications for licensure, and for issuing the paper licenses, from the initial license application fees. The Board will recoup the ongoing cost of administering the law and regulations relevant to these licensee/registrant groups from the biennial fees paid by the licensees/registrants. The Board will recoup the cost of the initial inspection of the organizations' facilities by charging an inspection fee.

(22) For each of the groups and entities identified in items (19)-(21) above, submit a statement of legal, accounting or consulting procedures and additional reporting, recordkeeping or other paperwork, including copies of forms or reports, which will be required for implementation of the regulation and an explanation of measures which have been taken to minimize these requirements.

This rulemaking will not require any additional record keeping nor will there be any legal, accounting or consulting procedures required for implementation of the final rulemaking. The new fees will require no additional paperwork, as these fees are being imposed to cover the Board's costs associated with services that are already being provided and paperwork that is already required.

(22a) Are forms required for implementation of the regulation?

Yes, but the forms are electronic forms. The Board no longer accepts paper application. Applicants must utilize the Pennsylvania Licensing System (PALS)(www.pals.pa.gov), to apply for certification and licensure.

(22b) If forms are required for implementation of the regulation, **attach copies of the forms here**. If your agency uses electronic forms, provide links to each form or a detailed description of the information required to be reported. **Failure to attach forms, provide links, or provide a detailed description of the information to be reported will constitute a faulty delivery of the regulation.**

In October of 2016, the Bureau launched the Pennsylvania Licensing System (PALS), which provides for an online application and biennial renewal system. Applicants and licensees must apply for initial licensure and renewal through PALS. The Board no longer uses physical applications. Online PALS applications will have to be modified to reflect the amendments in this proposed regulation. The Board will only need to revise existing online applications to reflect the increased fees for initial applications and biennial renewal applications, as reflected in the proposed annex.

(23) In the table below, provide an estimate of the fiscal savings and costs associated with implementation and compliance for the regulated community, local government, and state government for the current year and five subsequent years.

	<b>Current FY 23-24</b>	<b>FY +1 24-25</b>	<b>FY +2 25-26</b>	<b>FY +3 26-27</b>	<b>FY +4 27-28</b>	<b>FY +5 28-29</b>
<b>SAVINGS:</b>						
<b>Regulated Community</b>						
<b>Local Government</b>						
<b>State Government</b>						
<b>Total Savings</b>	N/A	N/A	N/A	N/A	N/A	N/A
<b>COSTS:</b>						
<b>Regulated Community</b>	\$0	\$67,179	\$138,187	\$72,423	\$214,579	\$78,294
<b>Local Government</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>State Government</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Costs</b>	\$0	\$67,179	\$138,187	\$72,423	\$214,579	\$78,294
<b>REVENUE LOSSES:</b>						
<b>Regulated Community</b>						
<b>Local Government</b>						

<b>State Government</b>						
<b>Total Revenue Losses</b>	N/A	N/A	N/A	N/A	N/A	N/A

(23a) Provide the past three year expenditure history for programs affected by the regulation.

<b>Program</b>	<b>FY -3 20-21 (actual)</b>	<b>FY -2 21-22 (projected)</b>	<b>FY -1 22-23 (projected)</b>	<b>Current FY 23-24 (projected)</b>
<b>State Board of Veterinary Medicine</b>	<b>\$1,347,700.03</b>	<b>\$1,268,000.00</b>	<b>\$1,386,000.00</b>	<b>\$1,306,000.00</b>

(24) For any regulation that may have an adverse impact on small businesses (as defined in Section 3 of the Regulatory Review Act, Act 76 of 2012), provide an economic impact statement that includes the following:

- (a) An identification and estimate of the number of small businesses subject to the regulation.
  - (b) The projected reporting, recordkeeping and other administrative costs required for compliance with the proposed regulation, including the type of professional skills necessary for preparation of the report or record.
  - (c) A statement of probable effect on impacted small businesses.
  - (d) A description of any less intrusive or less costly alternative methods of achieving the purpose of the proposed regulation.
- 
- (a) It is likely that every veterinary clinic in the Commonwealth would be considered a small business, however the Board does not track the number of veterinary clinics in the Commonwealth, so that number is unknown. Nevertheless, the clinics themselves are not subject to the regulation; just the veterinarians and certified veterinary technicians who work within the clinics will be.
  - (b) There are no projected reporting, recordkeeping and other administrative costs required for compliance with the proposed regulation, including the type of professional skills necessary for preparation of the report or record.
  - (c) As reflected in the Board’s response to question 20, where the Board estimated the proposed rulemaking’s cost to local governments, the maximum exposure to new costs to local governments and/or small businesses is \$1,830 over three biennial renewal cycles. It is unknown how many APOs will be operated by local governments vs small businesses, but the maximum exposure in either case is minimal.
  - (d) BFO presented the Board with three options: 1) do not raise fees; 2) raise only application fees; or 3) raise application fees and renewal fees. Section 13(b) of the act (63 P.S. § 485.13(b)) requires that the Board increase fees by regulation so that the projected revenues will meet or exceed projected expenditures, so the Board decided it must raise fees. Option one (do not raise fees) was determined to not be an option because by FY 2028-2029 and 2029-2030, the Board’s Expenses are expected to be \$2,942,000, whereas the Board’s revenue would be only \$2,645,000, constituting a \$297,000 deficit. Option two was determined to be inadequate because, should the Board raise only application fees, then by FY 2028-2029 and 2029-2030, the Board’s Expenses are expected to be \$2,944,000, whereas the Board’s revenue is expected to be only \$2,729,000, constituting a \$215,000 deficit. Accordingly, the Board chose option three, because section 13(b) of the act mandates a fee increase when expenditures outpace revenue, and option three was the least intrusive or costly alternative method of achieving the purpose of the proposed regulation.



(25) List any special provisions which have been developed to meet the particular needs of affected groups or persons including, but not limited to, minorities, the elderly, small businesses, and farmers.

Fee increases, while necessary, may adversely affect licensees and certificate holders. Accordingly, rather than implementing the full fee increase all at once, the Board is implementing an incremental fee increase of 3% over the next three renewal cycles. This should make for an easier adjustment. No groups with particular needs have been identified.

(26) Include a description of any alternative regulatory provisions which have been considered and rejected and a statement that the least burdensome acceptable alternative has been selected.

At the Board's May 21, 2021 meeting, BFO first suggested an 8.5% increase in renewal fees over two renewal cycles (8.5% increase for 2024-2026, followed by another 8.5% increase for 2026-2028). This would have increased veterinarian renewal fees from \$360 to \$391, then to \$424. Veterinary technician renewal fees would have gone from \$100 to \$109, and then to \$118. The Board outright rejected such a drastic increase and requested more information regarding the need for a fee increase.

The issue was again discussed at the July 23, 2021 meeting, as well as at the September 17, 2021 meeting, and the Board was still not convinced of the need to increase fees. A representative of the Department of State Prosecution Section appeared before the Board on November 12, 2021 to discuss the increase in costs of prosecution, explaining the recent decision to restructure the Prosecution Section into teams, which would allow for additional review of complaints and ultimately cases. Moreover, due to an increase in complaints, additional law clerks have been hired, and due to a recent Commonwealth Court decision, more cases must be reviewed by subject matter experts now, than in the recent past, and expert review of these matters can become cumbersome and expensive. Oftentimes, after expert review, the decision is made not to prosecute, and when that happens, the Board must bear the cost.

Ultimately, the Board rejected the proposed 8.5% fee increase, but approved an incremental 3% increase on January 7, 2022, (3% increase for 2024-2026, followed by another 3% increase for 2026-2028, and one last 3% increase for 2028-2030). Accordingly, veterinarian fees peak at \$393, rather than \$424, and certified veterinary technician renewal fees peak at \$109, rather than \$118. The May 2021 proposal did not take into account fees related to certified animal protection organizations and euthanasia technicians, because those licensure categories have only recently become a focal point, now that the Board's proposed animal euthanasia regulation was published in the Pennsylvania Bulletin (16A-5726 – published as proposed April 26, 2022).

(27) In conducting a regulatory flexibility analysis, explain whether regulatory methods were considered that will minimize any adverse impact on small businesses (as defined in Section 3 of the Regulatory Review Act, Act 76 of 2012), including:

- a) The establishment of less stringent compliance or reporting requirements for small businesses;
- b) The establishment of less stringent schedules or deadlines for compliance or reporting requirements for small businesses;
- c) The consolidation or simplification of compliance or reporting requirements for small businesses;
- d) The establishment of performing standards for small businesses to replace design or operational standards required in the regulation; and
- e) The exemption of small businesses from all or any part of the requirements contained in the regulation.

- (a) All applicants pay the application fees at the time the application is submitted, and all licenses renew biennially. The Board did not consider less stringent compliance or reporting requirements for small businesses or for licensees who work for small businesses.
- (b) All applicants pay the application fees at the time the application is submitted, and all licenses register biennially. The Board did not consider less stringent schedules or deadlines for compliance or reporting requirements for small businesses.
- (c) There are no compliance or reporting requirements that could be consolidated or simplified. The application and biennial renewal processes are the same whether a particular licensee or applicant is, or is employed by, a small business or a large business.
- (d) The regulations do not contain design or operational standards that need to be altered for small businesses.
- (e) The exclusion of any applicants or licensees from the requirements contained in the rulemaking based on the size of the business would not be consistent with public health and welfare because it would prevent the Board from obtaining adequate revenue to meet projected expenditures and the Board would not be able to carry out its legislative mandate.

(28) If data is the basis for this regulation, please provide a description of the data, explain in detail how the data was obtained, and how it meets the acceptability standard for empirical, replicable and testable data that is supported by documentation, statistics, reports, studies or research. Please submit data or supporting materials with the regulatory package. If the material exceeds 50 pages, please provide it in a searchable electronic format or provide a list of citations and internet links that, where possible, can be accessed in a searchable format in lieu of the actual material. If other data was considered but not used, please explain why that data was determined not to be acceptable.

The Board relied on fee report forms developed by the Bureau of Finance and Operations in adopting the new fees. (See, Attachment “A”). The fee report forms are self-explanatory. Additionally, the Board receives an annual report from the Department of State’s Bureau of Finance and Operations (BFO) regarding the Board’s income and expenses. (See, Attachment “B”). The report is self-explanatory.

(29) Include a schedule for review of the regulation including:

- A. The length of the public comment period: 30 days
- B. The date or dates on which any public meetings or hearings will be held:  
The proposal was discussed at the following public Board meetings: May 21, 2021, July 23, 2021, September 17, 2021, November 12, 2021, January 7, 202 and March 18, 2022. No specific date has been scheduled for future discussions, however the Board holds regularly-scheduled meetings and considers public comment at those meetings. A schedule is provided in item (30) below.
- C. The expected date of delivery of the final-form regulation: Summer 2024
- D. The expected effective date of the final-form regulation: Summer 2024
- E. The expected date by which compliance with the final-form regulation will be required: Upon publication
- F. The expected date by which required permits, licenses or other approvals must be obtained: Upon publication

(30) Describe the plan developed for evaluating the continuing effectiveness of the regulations after its implementation.

The Board continuously evaluates the effectiveness of the Board’s regulations and implementation of regulations. The Board discusses all regulatory proposals at its regularly-scheduled public meetings. The Board’s scheduled meeting dates in 2024 are as follows: January 26, March 22, May 17, July 26, September 27, November 22.

# Attachment A

# FEE REPORT FORM

**Agency:** State - BPOA

**Date:** March 1, 2021

**Contact:** K. Kalonji Johnson, Commissioner  
Bureau of Professional & Occupational Affairs

**Phone No.** 783-7194

## Fee Title, Rate and Estimated Collections:

Veterinarian Application: \$125.00

Estimated revenue: \$39,375 (315 applications x \$125.00)

## Fee Description:

The fee will be charged to every applicant for a Veterinarian application.

## Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Veterinary Medicine to process an application and (2) defray a portion of the Board's administrative overhead.

## Fee-Related Activities and Costs:

Board Administrator review	(1hr)	\$61.37
Board Attorney review	(.25hr)	\$22.21
Board Member review	(.25hr)	\$26.00
Transaction Fee		\$3.03
Administrative Overhead:		\$12.00
	Total Estimated Cost:	\$124.61
	Proposed Fee:	\$125.00

**Analysis, Comment, and Recommendation:**

It is recommended that a fee of \$125.00 be established for processing an application for a Veterinarian license.

Board Staff - receives application, reviews for completeness, verifies that supporting documents are attached, and contacts applicant to request any missing information and/or documents. Information provided on the application regarding criminal conviction/chemical dependency/etc. may necessitate further research and review. Upon satisfactory inspection, Board staff issues license through licensing database.

# FEE REPORT FORM

**Agency:** State - BPOA

**Date:** March 1, 2021

**Contact:** K. Kalonji Johnson, Commissioner  
Bureau of Professional & Occupational Affairs

**Phone No.** 783-7194

## Fee Title, Rate and Estimated Collections:

Veterinary Technician Application: \$78.00

Estimated revenue: \$18,330 (235 applications x \$78.00)

## Fee Description:

The fee will be charged to every applicant for a Veterinary Technician application.

## Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Veterinary Medicine to process an application and (2) defray a portion of the Board's administrative overhead.

## Fee-Related Activities and Costs:

Clerical review	(.5hr)	\$25.74
Board Administrator review	(.25hr)	\$15.34
Board Attorney review	(.25hr)	\$22.21
Transaction Fee		\$1.88
Administrative Overhead:		\$12.00
	Total Estimated Cost:	\$77.17
	Proposed Fee:	\$78.00

**Analysis, Comment, and Recommendation:**

It is recommended that a fee of \$78.00 be established for processing an application for a Veterinary Technician license.

Board Staff - receives application, reviews for completeness, verifies that supporting documents are attached, and contacts applicant to request any missing information and/or documents. Information provided on the application regarding criminal conviction/chemical dependency/etc. may necessitate further research and review. Upon satisfactory inspection, Board staff issues license through licensing database.



# FEE REPORT FORM

**Agency:** State - BPOA

**Date:** March 1, 2021

**Contact:** K. Kalonji Johnson, Commissioner  
Bureau of Professional & Occupational Affairs

**Phone No.** 783-7194

## Fee Title, Rate and Estimated Collections:

Initial application for Animal Protection Organization: \$244.00

Estimated initial application revenue: \$12,200 (50 applications x \$244.00)

## Fee Description:

The fee will be charged to every Animal Protection Organization that applies for a permit to purchase and possess controlled substances.

## Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Veterinary Medicine to process an application and (2) conduct the initial inspection of the organization's facility and (3) defray a portion of the Board's administrative overhead.

## Fee-Related Activities and Costs:

Clerical staff review	(1hr)	\$51.48
Inspector	(2.5hrs)	\$137.55
Legal Staff review	(.5hr)	\$44.43
Transaction Fee		\$5.94
Administrative Overhead:		\$4.50
	Total Estimated Cost:	\$243.94
	Proposed Fee:	\$244.00

### **Analysis, Comment, and Recommendation:**

It is recommended that a fee of \$244.00 be established for processing the application and providing the initial inspection for an Animal Protection Organization license.

Board Staff - receives application, reviews for completeness, verifies that supporting documents are attached, contacts applicant to request any missing information and/or documents. Information provided on the application regarding criminal conviction/chemical dependency/etc. may necessitate further research and review. Board staff forwards application to the Bureau of Enforcement and Investigation for scheduling of an inspection. Upon satisfactory inspection, Board staff issues license through computer.

# FEE REPORT FORM

**Agency:** State - BPOA

**Date:** March 1, 2021

**Contact:** K. Kalonji Johnson, Commissioner  
Bureau of Professional & Occupational Affairs

**Phone No.** 783-7194

## Fee Title, Rate and Estimated Collections:

Initial application for Euthanasia Technician: \$87.00

Estimated initial application revenue: \$6,525 (75 applications x \$87.00)

## Fee Description:

The fee will be charged to every applicant for a Euthanasia Technician.

## Fee Objective:

The fee should offset the identifiable costs incurred by the State Board of Veterinary Medicine to process an application. Although application fees are generally set so as to defray a portion of the Board's administrative overhead, the Board determined that the Administrative overhead related to Euthanasia Technicians should be absorbed by the Board as a whole because these individuals provide a service that benefits all of the Boards licensees.

## Fee-Related Activities and Costs:

Clerical staff review	(1hr)	\$51.48
Legal Staff review	(.5hr)	\$27.47
Transaction Fee		\$2.09
Administrative Overhead		\$5.00
	Total Estimated Cost:	\$86.04
	Proposed Fee:	\$87.00

**Analysis, Comment, and Recommendation:**

It is recommended that a fee of \$87.00 be established for processing an application for a Euthanasia Technician license.

Board Staff - receives application, reviews for completeness, verifies that supporting documents are attached, and contacts applicant to request any missing information and/or documents. Information provided on the application regarding criminal conviction/chemical dependency/etc. may necessitate further research and review. Upon satisfactory inspection, Board staff issues license through licensing database.

# FEE REPORT FORM

**Agency:** State - BPOA

**Date:** March 1, 2021

**Contact:** K. Kalonji Johnson, Commissioner  
Bureau of Professional & Occupational Affairs

**Phone No.** 783-7194

## Fee Title, Rate and Estimated Collections:

Re-inspection Fee for Animal Protection Organization: \$216.00

Estimated initial application revenue: \$2,160 (10 applications x \$216.00)

## Fee Description:

The fee will be charged to every Animal Protection Organization that requires a re-inspection.

## Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Veterinary Medicine to process an application and (2) conduct the re-inspection of the organization's facility and (3) defray a portion of the Board's administrative overhead.

## Fee-Related Activities and Costs:

Clerical staff time-process application	(1hr)	\$51.48
Inspector	(2hrs)	\$110.04
Legal Staff review	(.5hr)	\$44.42
Transaction Fee		\$5.26
Administrative Overhead:		\$4.50
	Total Estimated Cost:	\$215.70
	Proposed Fee:	\$216.00

**Analysis, Comment, and Recommendation:**

It is recommended that a fee of \$216.00 be established for the re-inspection of an Animal Protection Organization facility.

Board Staff - receives application, reviews for completeness, verifies that supporting documents are attached, contacts applicant to request any missing information and/or documents. Information provided on the application regarding criminal conviction/chemical dependency/etc. may necessitate further research and review. Board staff forwards application to the Bureau of Enforcement and Investigation for scheduling of the reinspection. Upon satisfactory inspection, Board staff issues license through computer.

# FEE REPORT FORM

**Agency:** State - BPOA

**Date:** March 1, 2021

**Contact:** K. Kalonji Johnson, Commissioner  
Bureau of Professional & Occupational Affairs

**Phone No.** 783-7194

## Fee Title, Rate and Estimated Collections:

Application for Continuing Education (CE) Program: \$108.00

Estimated revenue: \$2,160 (20 applications x \$108.00)

## Fee Description:

The fee will be charged to every applicant for an application for a CE Program.

## Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Veterinary Medicine to process an application and (2) defray a portion of the Board's administrative overhead.

## Fee-Related Activities and Costs:

Clerical review	(1hr)	\$51.48
Board Administrator review	(.25hr)	\$15.34
Board Member review	(.25hr)	\$26.00
Transaction Fee		\$2.62
Administrative Overhead:		\$12.00
	Total Estimated Cost:	\$107.44
	Proposed Fee:	\$108.00

**Analysis, Comment, and Recommendation:**

It is recommended that a fee of \$108.00 be established for processing an application for a CE Program.

Board Staff - receives application, reviews for completeness, verifies that supporting documents are attached, and contacts applicant to request any missing information and/or documents. Information provided on the application regarding criminal conviction/chemical dependency/etc. may necessitate further research and review. Upon satisfactory review, Board staff issues license through licensing database.



# FEE REPORT FORM

**Agency:** State - BPOA

**Date:** March 1, 2021

**Contact:** K. Kalonji Johnson, Commissioner  
Bureau of Professional & Occupational Affairs

**Phone No.** 783-7194

## Fee Title, Rate and Estimated Collections:

Certification of Licensure:		\$20.00
Estimated yearly revenue:	\$2,000	(100 applications x \$20.00)

## Fee Description:

The fee will be charged to every applicant who applies for a Certificate of Licensure.

## Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Veterinary Medicine to review and process a request for a Certificate of Licensure and (2) defray a portion of the Board's administrative overhead.

## Fee-Related Activities and Costs:

Board staff review	(.25hr)	\$12.87
Transaction Fee		\$ .44
Administrative Overhead:		\$ 5.00
	Total Estimated Cost:	\$18.31
	Proposed Fee:	\$20.00

## Analysis, Comment, and Recommendation:

It is recommended that a fee of \$20.00 be established for processing a Certificate of Licensure.

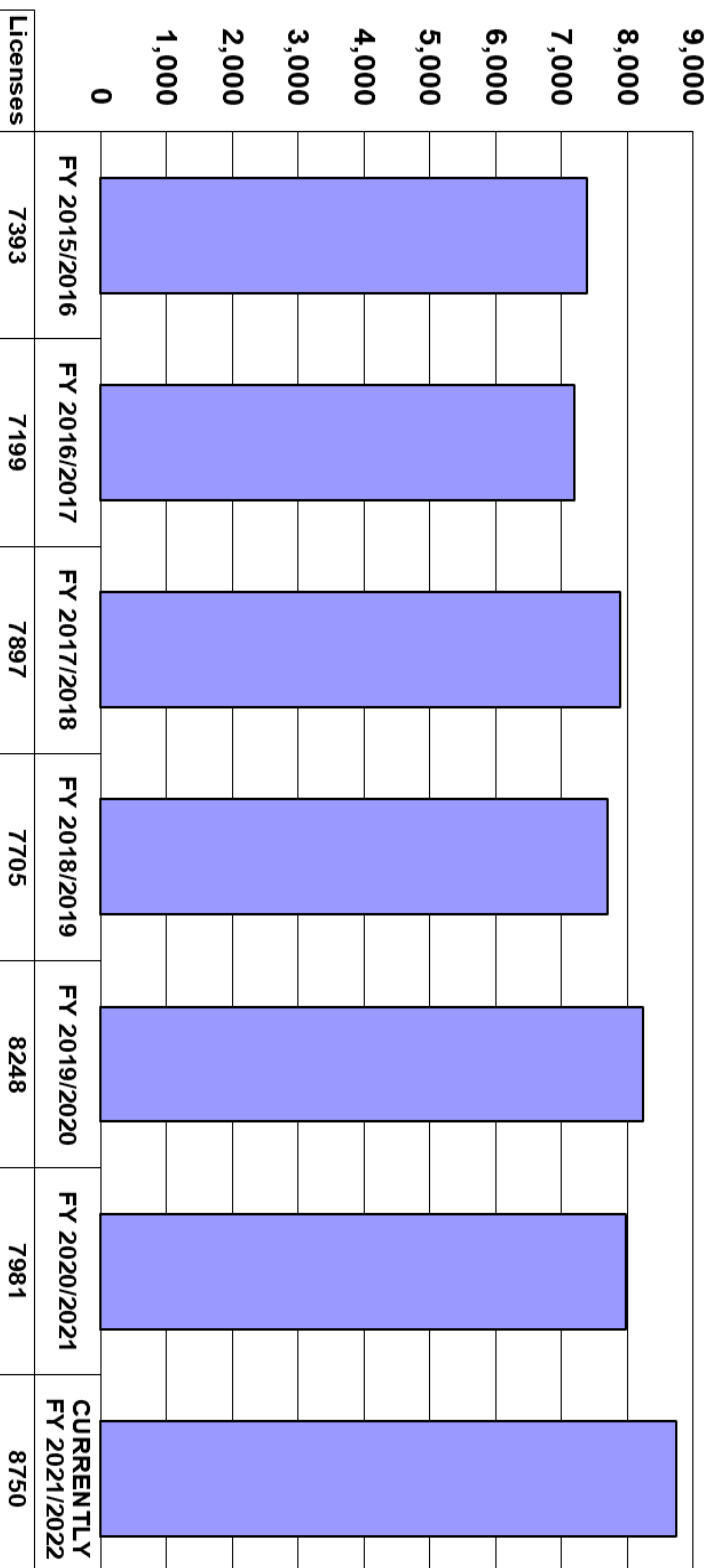
Board Staff: Staff verify any paper requests that may come in with licensure data. Staff prepare, print, and mail the certificate. For online requests, staff review what has been received online, verify information is correct and email the certification.

# State Board of Veterinary Medicine

Projected Biennial Revenue	\$2,436,817
Projected Biennial Budget/Expenses	\$2,745,377
Projected Biennial Balance	<b>(\$308,560)</b>

Projected biennial revenue and expenses from FY19-20 and FY20-21 were used to show anticipated biennial balance.

## STATE BOARD OF VETERINARY MEDICINE RENEWABLE LICENSEE COUNTS



LICENSEES BY CLASS	FY 19-20	FY 20-21	FY 21-22
Veterinarian	5,005	5,118	5,576
Veterinary Technician	2,700	2,863	3,174
Animal Protect. Org. Facility Application - new	0	0	0
Euthanasia Technician - new	0	0	0
<b>TOTAL</b>	<b>7,705</b>	<b>7,981</b>	<b>8,750</b>

PA DEPARTMENT OF STATE  
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS  
STATE BOARD OF VETERINARY MEDICINE

Cost Center	RENEWAL YR			RENEWAL YR			RENEWAL YR		
	Actual Expenses FY15-16	Actual Expenses FY16-17	Actual Expenses FY17-18	Actual Expenses FY18-19	Anticipated Expenses FY19-20	Actual Expenses FY20-21			
Board Administration	82,417.15	130,816.09	111,038.22	153,733.99	126,624.69	162,811.97			
Departmental Services	33,993.58	33,693.86	44,343.79	43,699.20	37,740.00	41,579.20			
Board Member Expenses	4,998.23	4,018.08	2,847.96	2,865.00	2,974.94	4,798.58			
Legal Office									
- Legal Administration	37,770.67	11,398.03	6,905.68	4,691.42	14,178.28	14,338.16			
- Legal Prosecution	300,182.05	379,826.40	377,083.78	652,305.25	668,972.40	566,301.38			
- Legal Counsel	55,762.95	98,576.34	43,945.00	59,477.70	91,269.71	88,941.47			
- Hearing Expenses	37,326.62	51,852.28	8,201.50	50,903.25	72,724.70	143,426.83			
Enforcement & Investigation									
- BEI Administration	72,187.11	77,411.54	58,732.49	70,626.72	56,834.27	37,791.11			
- Investigations	263,285.51	266,672.12	246,387.66	300,664.78	316,056.77	278,395.66			
Professional Health Monitoring Program	7,911.87	5,234.55	5,218.52	6,590.28	10,301.21	9,315.67			
<b>TOTAL</b>	<b>895,835.74</b>	<b>1,059,499.29</b>	<b>904,704.60</b>	<b>1,345,557.59</b>	<b>1,397,676.97</b>	<b>1,347,700.03</b>			

Revenue By Source	Actual Revenue FY15-16	Actual Revenue FY16-17	Actual Revenue FY17-18	Actual Revenue FY18-19	Actual Revenue FY19-20	Actual Revenue FY20-21
Renewals	23,785.00	1,978,225.00	16,565.00	2,054,540.00	5,200.00	2,148,500.00
Applications	19,605.00	22,800.00	22,215.00	21,085.00	19,210.00	20,995.00
Letters of Good Standing	7,425.00	7,195.00	6,555.00	8,365.00	7,890.00	8,073.35
Civil Penalties	77,500.00	77,800.00	44,250.00	121,483.32	83,950.00	73,785.00
Act 48	1,000.00	250.00	0.00	0.00	0.00	5,105.35
Investigations	13,672.27	22,542.34	13,530.00	29,986.31	34,765.11	18,702.40
Licensee Lists	1,956.69	4,944.05	7,945.72	4,432.64	4,522.09	6,119.19
<b>TOTAL REVENUE</b>	<b>144,943.96</b>	<b>2,113,756.39</b>	<b>111,060.72</b>	<b>2,239,892.27</b>	<b>155,537.20</b>	<b>2,281,280.29</b>



**State Board of Veterinary Medicine  
PROPOSED BIENNIAL RENEWAL FEE INCREASE  
PROPOSED APPLICATION FEE INCREASE ONLY**

Renewal - November even years  
Current fee effective since 2012.

LICENSE CLASSES:	FY2020-21, 2021-22			FY2022-23, 2023-24			FY2024-25, 2025-26			FY2026-27, 2027-28			FY2028-29, FY2029-30		
	LICENSE COUNT	CURRENT RENEWAL FEE	TOTAL REVENUE	LICENSE COUNT	PROPOSED RENEWAL FEE	TOTAL REVENUE	LICENSE COUNT	PROPOSED RENEWAL FEE	TOTAL REVENUE	LICENSE COUNT	PROPOSED RENEWAL FEE	TOTAL REVENUE	LICENSE COUNT	PROPOSED RENEWAL FEE	TOTAL REVENUE
Veterinarian	5,576	\$ 360.00	\$ 2,007,360.00	5,576	\$ 360.00	\$ 2,007,360.00	5,576	\$ 360.00	\$ 2,007,360.00	5,576	\$ 360.00	\$ 2,007,360.00	5,576	\$ 360.00	\$ 2,007,360.00
Veterinary Technician	3,174	\$ 100.00	\$ 317,400.00	3,174	\$ 100.00	\$ 317,400.00	3,174	\$ 100.00	\$ 317,400.00	3,174	\$ 100.00	\$ 317,400.00	3,174	\$ 100.00	\$ 317,400.00
Animal Protect. Org. Facility - new	0	\$ -	\$ -	0	\$ 50.00	\$ -	50	\$ 50.00	\$ 2,500.00	60	\$ 50.00	\$ 3,000.00	70	\$ 50.00	\$ 3,500.00
Euthanasia Technician - new	0	\$ -	\$ -	0	\$ 25.00	\$ -	50	\$ 25.00	\$ 1,250.00	100	\$ 25.00	\$ 2,500.00	150	\$ 25.00	\$ 3,750.00
<b>TOTAL RENEWAL REVENUE:</b>	8,750	\$ 2,324,760.00	\$ 2,324,760.00	8,750	\$ 2,324,760.00	\$ 2,324,760.00	8,850	\$ 2,328,510.00	\$ 2,328,510.00	8,910	\$ 2,330,260.00	\$ 2,330,260.00	8,970	\$ 2,332,010.00	\$ 2,332,010.00

BIENNIAL APPLICATION COUNTS:	CURRENT APPLICATION FEES			PROPOSED APPLICATION FEES			TOTAL APPLICATION FEES			TOTAL REVENUE			TOTAL REVENUE			TOTAL REVENUE		
	APPLICATION COUNT	APPLICATION FEE	TOTAL FEES	APPLICATION COUNT	APPLICATION FEE	TOTAL FEES	APPLICATION COUNT	APPLICATION FEE	TOTAL FEES	APPLICATION COUNT	APPLICATION FEE	TOTAL REVENUE	APPLICATION COUNT	APPLICATION FEE	TOTAL REVENUE	APPLICATION COUNT	APPLICATION FEE	TOTAL REVENUE
Certificate of Licensure	169	\$ 35.00	\$ 5,915.00	169	\$ 35.00	\$ 5,915.00	169	\$ 20.00	\$ 3,380.00	169	\$ 21.00	\$ 3,549.00	169	\$ 22.00	\$ 3,718.00	169	\$ 22.00	\$ 3,718.00
Facility New Employment	42	\$ 35.00	\$ 1,470.00	42	\$ 35.00	\$ 1,470.00	42	\$ 81.00	\$ 3,402.00	42	\$ 85.00	\$ 3,570.00	42	\$ 89.00	\$ 3,738.00	42	\$ 89.00	\$ 3,738.00
Veterinarian Application	533	\$ 35.00	\$ 18,655.00	533	\$ 35.00	\$ 18,655.00	533	\$ 125.00	\$ 66,625.00	533	\$ 131.00	\$ 69,823.00	533	\$ 138.00	\$ 73,554.00	533	\$ 138.00	\$ 73,554.00
CE Program Application	34	\$ 35.00	\$ 1,190.00	34	\$ 35.00	\$ 1,190.00	34	\$ 108.00	\$ 3,672.00	34	\$ 113.00	\$ 3,842.00	34	\$ 119.00	\$ 4,046.00	34	\$ 119.00	\$ 4,046.00
Veterinary Technician Application	398	\$ 35.00	\$ 13,930.00	398	\$ 35.00	\$ 13,930.00	398	\$ 78.00	\$ 31,044.00	398	\$ 82.00	\$ 32,636.00	398	\$ 86.00	\$ 34,228.00	398	\$ 86.00	\$ 34,228.00
Euthanasia Technician Application - new	0	\$ 35.00	\$ -	50	\$ 87.00	\$ 4,350.00	50	\$ 87.00	\$ 4,350.00	50	\$ 91.00	\$ 4,550.00	50	\$ 96.00	\$ 4,800.00	50	\$ 96.00	\$ 4,800.00
Animal Protect. Org. Facility Int. Application - new	0	\$ 35.00	\$ -	50	\$ 244.00	\$ 12,200.00	10	\$ 244.00	\$ 2,440.00	10	\$ 256.00	\$ 2,560.00	10	\$ 269.00	\$ 2,690.00	10	\$ 269.00	\$ 2,690.00
Other Non-renewal Revenue	1176	\$ -	\$ 41,160.00	1276	\$ -	\$ 57,710.00	1236	\$ -	\$ 114,913.00	1236	\$ -	\$ 120,530.00	1236	\$ -	\$ 126,774.00	1236	\$ -	\$ 126,774.00
<b>TOTAL NON-RENEWAL REVENUE:</b>		\$ 267,000.00	\$ 267,000.00		\$ 267,000.00	\$ 267,000.00		\$ 267,000.00	\$ 267,000.00		\$ 267,000.00	\$ 267,000.00		\$ 267,000.00	\$ 267,000.00		\$ 267,000.00	\$ 267,000.00
<b>TOTAL BOARD REVENUE:</b>		\$ 308,160.00	\$ 308,160.00		\$ 324,710.00	\$ 324,710.00		\$ 381,913.00	\$ 381,913.00		\$ 381,913.00	\$ 381,913.00		\$ 387,530.00	\$ 387,530.00		\$ 393,774.00	\$ 393,774.00
<b>TOTAL BOARD REVENUE:</b>		\$ 2,632,920.00	\$ 2,632,920.00		\$ 2,649,470.00	\$ 2,649,470.00		\$ 2,710,423.00	\$ 2,710,423.00		\$ 2,710,423.00	\$ 2,710,423.00		\$ 2,717,790.00	\$ 2,717,790.00		\$ 2,725,784.00	\$ 2,725,784.00

Renewal Year \$ 2,477,000.00  
 Non-Renewal Year \$ 156,000.00  
 Total \$ 2,486,000.00  
 \$ 164,000.00

FINANCIAL STATUS	Actual FY 18-19	Actual FY 19-20	Actual FY 20-21	Projected FY 21-22	Projected FY 22-23 *	Projected FY 23-24	Projected FY 24-25 **	Projected FY 25-26	Projected FY 26-27	Projected FY 27-28	Projected FY 28-29	Projected FY 29-30
	Beginning Balance:	2,099,283.40	2,993,618.08	1,751,478.31	2,685,058.57	1,573,058.57	2,671,058.57	1,529,058.57	2,621,058.57	1,467,058.57	2,520,058.57	1,329,058.57
Revenue:	2,239,892.27	155,537.20	2,281,280.29	156,000.00	2,486,000.00	164,000.00	2,522,000.00	191,000.00	2,526,000.00	194,000.00	2,532,000.00	197,000.00
Total Available:	4,339,175.67	3,149,155.28	4,032,758.60	2,841,058.57	4,059,058.57	2,835,058.57	4,051,058.57	2,812,058.57	3,993,058.57	2,714,058.57	3,861,058.57	2,541,058.57
Expenses/Budget:	1,345,557.59	1,397,676.97	1,347,700.03	1,268,000.00	1,388,000.00	1,306,000.00	1,430,000.00	1,345,000.00	1,473,000.00	1,385,000.00	1,517,000.00	1,427,000.00
Remaining Balance:	2,993,618.08	1,751,478.31	2,685,058.57	1,573,058.57	2,671,058.57	1,529,058.57	2,621,058.57	1,467,058.57	2,520,058.57	1,329,058.57	2,344,058.57	1,114,058.57

NOTE: The new application classifications for Euthanasia Technician and Animal Protection Organization Facility are anticipated to begin summer of 2022.  
 \*\*NOTE: The renewal fee for the new classifications be anticipated to start until 2024 renewal period.

**State Board of Veterinary Medicine  
PROPOSED BIENNIAL RENEWAL FEE INCREASE  
3% Increase - Effective In November 2024, 2026, 2028**

Renewal - November even years  
Current fee effective since 2012

LICENSE CLASSES:			FY2020-21, 2021-22		FY2022-23, 2023-24		FY2024-25, 2025-26		FY2026-27, 2027-28		FY2028-29, FY2029-30			
LICENSE COUNT	CURRENT RENEWAL FEE	TOTAL REVENUE	LICENSE COUNT	PROPOSED RENEWAL FEE	TOTAL REVENUE	LICENSE COUNT	PROPOSED RENEWAL FEE	TOTAL REVENUE	LICENSE COUNT	PROPOSED RENEWAL FEE	TOTAL REVENUE	LICENSE COUNT	PROPOSED RENEWAL FEE	TOTAL REVENUE
Veterinarian	\$ 360.00	\$ 2,007,360.00	5,576	\$ 360.00	\$ 2,007,360.00	5,576	\$ 371.00	\$ 2,068,696.00	5,576	\$ 382.00	\$ 2,130,032.00	5,576	\$ 393.00	\$ 2,191,368.00
Veterinary Technician	\$ 100.00	\$ 317,400.00	3,174	\$ 100.00	\$ 317,400.00	3,174	\$ 103.00	\$ 326,922.00	3,174	\$ 106.00	\$ 336,444.00	3,174	\$ 109.00	\$ 345,966.00
Animal Protect. Org. Facility - new	\$ -	\$ -	0	\$ 50.00	\$ -	50	\$ 52.00	\$ 2,600.00	60	\$ 54.00	\$ 3,240.00	70	\$ 56.00	\$ 3,920.00
Euthanasia Technician - new	\$ -	\$ -	0	\$ 25.00	\$ -	50	\$ 26.00	\$ 1,300.00	100	\$ 27.00	\$ 2,700.00	150	\$ 28.00	\$ 4,200.00
<b>TOTAL RENEWAL REVENUE:</b>		<b>\$ 2,324,760.00</b>	<b>8,750</b>		<b>\$ 2,324,760.00</b>	<b>8,850</b>		<b>\$ 2,389,518.00</b>	<b>8,910</b>		<b>\$ 2,472,416.00</b>	<b>8,970</b>		<b>\$ 2,545,454.00</b>
<b>TOTAL RENEWAL REVENUE:</b>		<b>\$ 2,324,760.00</b>			<b>\$ 2,324,760.00</b>			<b>\$ 2,399,518.00</b>			<b>\$ 2,472,416.00</b>			<b>\$ 2,545,454.00</b>

BIENNIAL APPLICATION COUNTS:			CURRENT APPLICATION FEES		PROPOSED APPLICATION FEES		TOTAL REVENUE		APPLICATION COUNT		PROPOSED APPLICATION FEES		TOTAL REVENUE		APPLICATION COUNT		PROPOSED APPLICATION FEES		TOTAL REVENUE	
APPLICATION COUNT	APPLICATION FEE	TOTAL FEES	APPLICATION COUNT	APPLICATION FEE	TOTAL REVENUE	APPLICATION COUNT	APPLICATION FEE	TOTAL REVENUE	APPLICATION COUNT	APPLICATION FEE	TOTAL REVENUE	APPLICATION COUNT	APPLICATION FEE	TOTAL REVENUE	APPLICATION COUNT	APPLICATION FEE	TOTAL REVENUE	APPLICATION COUNT	APPLICATION FEE	TOTAL REVENUE
Certificate of Licensure	\$ 35.00	\$ 5,915.00	169	\$ 35.00	\$ 5,915.00	169	\$ 35.00	\$ 5,915.00	169	\$ 35.00	\$ 5,915.00	169	\$ 35.00	\$ 5,915.00	169	\$ 35.00	\$ 5,915.00	169	\$ 35.00	\$ 5,915.00
Facility New Employment	\$ 1,470.00	\$ 1,470.00	42	\$ 35.00	\$ 1,470.00	42	\$ 81.00	\$ 3,402.00	42	\$ 81.00	\$ 3,402.00	42	\$ 85.00	\$ 3,570.00	42	\$ 89.00	\$ 3,738.00	42	\$ 89.00	\$ 3,738.00
Veterinarian Application	\$ 35.00	\$ 18,655.00	533	\$ 35.00	\$ 18,655.00	533	\$ 123.00	\$ 66,625.00	533	\$ 108.00	\$ 57,564.00	533	\$ 131.00	\$ 69,823.00	533	\$ 138.00	\$ 73,554.00	533	\$ 138.00	\$ 73,554.00
CE Program Application	\$ 1,190.00	\$ 1,190.00	34	\$ 35.00	\$ 1,190.00	34	\$ 78.00	\$ 2,652.00	34	\$ 82.00	\$ 2,788.00	34	\$ 86.00	\$ 2,924.00	34	\$ 89.00	\$ 3,026.00	34	\$ 89.00	\$ 3,026.00
Veterinary Technician Application	\$ 35.00	\$ 13,930.00	398	\$ 35.00	\$ 13,930.00	398	\$ 87.00	\$ 34,566.00	398	\$ 87.00	\$ 34,566.00	398	\$ 88.00	\$ 34,824.00	398	\$ 89.00	\$ 35,082.00	398	\$ 89.00	\$ 35,082.00
Euthanasia Technician Application - new	\$ -	\$ -	0	\$ 35.00	\$ -	50	\$ 87.00	\$ 4,350.00	50	\$ 87.00	\$ 4,350.00	50	\$ 91.00	\$ 4,550.00	50	\$ 96.00	\$ 4,800.00	50	\$ 96.00	\$ 4,800.00
Animal Protect. Org. Facility Int. Application - new	\$ -	\$ -	0	\$ 35.00	\$ -	50	\$ 244.00	\$ 12,200.00	10	\$ 244.00	\$ 2,440.00	10	\$ 256.00	\$ 2,560.00	10	\$ 269.00	\$ 2,690.00	10	\$ 269.00	\$ 2,690.00
<b>TOTAL NON-RENEWAL REVENUE:</b>		<b>\$ 267,000.00</b>	<b>1176</b>		<b>\$ 267,000.00</b>	<b>1276</b>		<b>\$ 57,710.00</b>	<b>1236</b>		<b>\$ 114,913.00</b>	<b>1236</b>		<b>\$ 267,000.00</b>	<b>1236</b>		<b>\$ 267,000.00</b>	<b>1236</b>		<b>\$ 267,000.00</b>
<b>TOTAL BOARD REVENUE:</b>		<b>\$ 2,632,920.00</b>			<b>\$ 2,632,920.00</b>			<b>\$ 2,649,470.00</b>			<b>\$ 2,781,431.00</b>			<b>\$ 2,859,946.00</b>			<b>\$ 2,939,228.00</b>			<b>\$ 2,939,228.00</b>

Renewal Year \$ 2,477,000.00  
 Non-Renewal Year \$ 156,000.00  
 Total \$ 2,633,000.00

FINANCIAL STATUS	Actual		Projected		RENEWAL PERIOD 1		RENEWAL PERIOD 2		RENEWAL PERIOD 3		RENEWAL PERIOD 4	
	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Projected FY 22-23 *	Projected FY 23-24	Projected FY 24-25 **	Projected FY 25-26	Projected FY 26-27	Projected FY 27-28	Projected FY 28-29	Projected FY 29-30
Beginning Balance:	2,099,283.40	2,993,618.08	1,751,478.31	2,685,058.57	1,573,058.57	2,673,058.57	1,531,058.57	2,696,058.57	1,542,058.57	2,740,058.57	1,549,058.57	2,779,058.57
Revenue:	2,239,892.27	155,537.20	2,281,280.29	156,000.00	2,486,000.00	164,000.00	2,593,000.00	191,000.00	2,669,000.00	194,000.00	2,745,000.00	197,000.00
Total Available:	4,339,175.67	3,149,155.28	4,032,758.60	2,841,058.57	4,059,058.57	2,837,058.57	4,124,058.57	2,887,058.57	4,211,058.57	2,934,058.57	4,294,058.57	2,976,058.57
Expenses/Budget:	1,345,557.59	1,397,676.97	1,347,700.03	1,268,000.00	1,386,000.00	1,306,000.00	1,428,000.00	1,345,000.00	1,471,000.00	1,385,000.00	1,515,000.00	1,427,000.00
Remaining Balance:	2,993,618.08	1,751,478.31	2,685,058.57	1,573,058.57	2,673,058.57	1,531,058.57	2,696,058.57	1,542,058.57	2,740,058.57	1,549,058.57	2,779,058.57	1,549,058.57

\*NOTE: The new application classifications for Euthanasia Technician and Animal Protection Organization Facility are anticipated to begin summer of 2022.  
 \*\*NOTE: The renewal fee increases wouldn't be anticipated to start until 2024 renewal period.

**FACE SHEET  
FOR FILING DOCUMENTS  
WITH THE LEGISLATIVE REFERENCE BUREAU  
(Pursuant to Commonwealth Documents Law)**

**RECEIVED**

Independent Regulatory  
Review Commission

June 12, 2024

DO NOT WRITE IN THIS SPACE

<p>Copy below is hereby approved as to form and legality. Attorney General</p> <p>BY: <u>Amy M. Elliott</u> (DEPUTY ATTORNEY GENERAL)</p> <p><small>Digitally signed by Amy M. Elliott DN: cn=Amy M. Elliott, o=Pennsylvania Office of Attorney General, ou=Chief Deputy Attorney General, email=ae Elliott@attorneygeneral.gov, c=US Date: 2024.06.05 08:48:43 -04'00'</small></p> <p><u>6/5/2024</u> DATE OF APPROVAL</p> <p><input type="checkbox"/> Check if applicable Copy not approved. Objections attached.</p>	<p>Copy below is here by certified to be a true and correct copy of a document issued, prescribed or promulgated by:</p> <p><u>Bureau of Professional and Occupational Affairs, State Board of Veterinary Medicine</u> (AGENCY)</p> <p>DOCUMENT/FISCAL NOTE NO. <u>16A-5732</u></p> <p>DATE OF ADOPTION: _____</p> <p>BY: <u>Thomas N. Garg, VMD</u> THOMAS N. GARG, VMD</p> <p>TITLE: <u>Chairperson</u> (EXECUTIVE OFFICER, CHAIRMAN OR SECRETARY)</p> <p>BY: _____ ARION R. CLAGGETT</p> <p>TITLE: <u>Acting Commissioner</u> (EXECUTIVE OFFICER, CHAIRMAN OR SECRETARY)</p>	<p>Copy below is hereby approved as to form and legality. Executive or Independent Agencies.</p> <p>BY: <u>Adrian Nelson</u> (Deputy General Counsel) (Chief Counsel, Independent Agency) (Strike inapplicable title)</p> <p><u>5/8/2024</u> DATE OF APPROVAL</p> <p><input type="checkbox"/> Check if applicable. No Attorney General approval or objection within 30 days after submission.</p>
---	---	---

**NOTICE OF PROPOSED RULEMAKING**

**COMMONWEALTH OF PENNSYLVANIA**

**DEPARTMENT OF STATE**

**BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS**

**STATE BOARD OF VETERINARY MEDICINE**

**49 PA. CODE, CHAPTER 31**

**49 Pa. Code §§ 31.41 and 31.104**

**FEE INCREASE**



The State Board of Veterinary Medicine (Board) proposes to amend § 31.41 (relating to schedule of fees), pertaining to fees for veterinarians and certified veterinary technicians, and to add § 31.104 (relating to schedule of fees), pertaining to fees for registered animal protection organizations and euthanasia technicians, to read as set forth in Annex A. This proposed rulemaking will provide for an incremental increase to all application fees and renewal fees over the upcoming three biennial renewal cycles.

### *Effective Date*

The amendments will be effective upon notice or publication of the final-form rulemaking in the *Pennsylvania Bulletin*. The initial graduated increase for application fees will be implemented on the date of publication of the final-form rulemaking in the *Pennsylvania Bulletin*, and then increased on December 1, 2026, and again on December 1, 2028.

Biennial renewal fees will increase by 3%, beginning with the December 1, 2024—November 30, 2026 biennial renewal period. This fee increase will impact licenses and certificates that expire on November 30, 2024.

Biennial renewal fees will increase again by 3% for the December 1, 2026—November 30, 2028 biennial renewal period. This fee increase will impact licenses and certificates that expire on November 30, 2026.

Biennial renewal fees will increase again by 3% for the December 1, 2028—November 30, 2030 renewal period. This fee increase will impact licenses and certificates that expire on November 30, 2028.

### *Statutory Authority*

Under section 13(a) of the Veterinary Medicine Practice Act (act) (63 P.S. § 485.13(a)), the Board is required to set fees required for examination, licensure, certification, registration, renewal of licenses and registrations, renewal of certificates and temporary permits. Under section 13(b) of the act, if the revenues raised by fees, fines and civil penalties imposed under the act are not sufficient to meet expenditures over a 2-year period, the board shall increase those fees by regulation so that the projected revenues will meet or exceed projected expenditures.

The Commissioner is appointed by the Governor and has a number of powers and duties relative to the various professional and occupational licensing boards and commissions. Specifically, under section 810(a)(7) of the Administrative Code of 1929 (71 P.S. § 279.1(a)(7)), the Commissioner has the power and duty, “[u]nless otherwise provided by law, to fix the fees to be charged by the several professional and occupational examining boards within the department.”

### *Background and Purpose*

Under section 13(b) of the act (63 P.S. § 485.13(b)), the Board is required to support its operations from the revenue it generates from fees, fines and civil penalties. In addition, the act provides that the Board must increase fees if the revenue raised by fees, fines and civil penalties is not sufficient to meet expenditures over a 2-year period. The Board raises virtually all of its revenue through biennial renewal fees. The Board's current biennial license/certificate renewal fees for veterinarians and veterinary technicians were established in 2010 at 40 Pa.B. 4757 (August 21, 2010).

The Board receives an annual report from the Department of State's Bureau of Finance and Operations (BFO) regarding the Board's income and expenses. BFO presented the following information to the Board at its public meeting on January 7, 2022.

In fiscal years (FYs) 2018-2019 and 2019-2020, the Board incurred expenses of \$1,345,557.59 and \$1,397,676.97, respectively, and received \$2,239,892.27 and \$155,537.20 in revenue, respectively. In other words, over that 2-year timeframe, the Board's total expenses (\$2,743,234.56) outpaced its total revenue (\$2,395,429.47) by \$347,805.09. The Board's overall remaining balance at the end of FY 2019-2020 was \$1,751,478.31.

In FYs 2020-2021 and 2021-2022, the Board's expenses were \$1,347,700.03 and \$1,268,000.00 (projected), respectively, with revenues of \$2,281,280.29 and \$156,000.00 (projected), respectively. In other words, over that 2-year timeframe, the Board's total expenses (\$2,615,700.03) outpaced its total revenue (\$2,437,280.29) by \$178,419.74. The Board's overall remaining balance at the end of FY 2021-2022 was \$ 1,573,058.57.

In FYs 2022-2023 and 2023-2024, the Board's expenses were projected to be \$1,388,000.00 and \$1,306,000.00 respectively, with revenues projected to be \$2,486,000 and \$164,000, respectively. In other words, over that 2-year timeframe, the Board's total expenses (\$2,694,000) are projected to outpace its total revenue (\$2,650,000) by \$44,000. The Board's overall remaining balance at the end of FY 2023-2024 is projected to be \$1,529,058.57.

According to BFO's projections, if the Board were to keep its current fee structure in place (no increases for any of its fees), the Board's biennial revenue would remain at \$2,645,000 for each of the next 6 years. However, its expenses are projected to grow each year, such that the amount the Board would be spending above and beyond its revenue would become increasingly larger each successive year. The Board's projected revenue would fall short of meeting its expenses by \$131,000 in FY 2024-2025/FY 2025-2026, then by \$213,000 in FY 2026-2027/FY 2027-2028, and then by \$299,000 in FY 2028-2029/FY 2029-2030. Those projections also show a significant reduction in the Board's overall remaining balance, which by the end of FY 2029-2030 would be down to \$886,058.57.

Given that its revenues generated by fees, fines and civil penalties are not sufficient to meet expenditures over a 2-year period, the Board voted on January 7, 2022, to adopt the proposed graduated fee increases for application and biennial renewal fees contained in BFO's report.

*Description of Proposed Amendments*

BFO recommended a graduated fee increase that would be achieved over three biennial renewal periods rather than immediately. The fee increases are set so that the fees collected during each biennium more accurately reflect the anticipated costs for that period. The Board’s proposal would create the following fee schedule over the next three renewal cycles:

**Biennial Renewal Fees**

	<b>Current</b>	<b>December 1, 2024 - November 30, 2026 Biennial Registration Fee</b>	<b>December 1, 2026 - November 30, 2028 Biennial Registration Fee</b>	<b>December 1, 2028 - November 30, 2030 Biennial Registration Fee and thereafter</b>
<b>Veterinarians</b>	\$360	\$371	\$382	\$393
<b>Veterinary technicians</b>	\$100	\$103	\$106	\$109
<b>Reg. Animal Prot. Orgs.</b>		\$52	\$54	\$56
<b>Euthanasia technicians</b>		\$26	\$27	\$28

Despite the proposed increases, even the highest proposed renewal fee in 2028 would be lower than some surrounding states (Connecticut, and Rhode Island), but will be higher than other surrounding states (Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Ohio, Vermont, and West Virginia). The highest known biennial renewal fee for veterinarians in the Northeast quadrant of the United States is Rhode Island at \$580, while the lowest known biennial renewal fee is New Hampshire at \$150. Some Boards do not announce current renewal fees until it is time for licensure renewal.

Application fees are proposed to be raised to reflect the true administrative cost to the Board to process each individual application. The proposed application fees are then increased on a graduated basis so that the application fees collected during each biennium reflect the anticipated costs of processing applications for that biennium. These fees are designed to cover the cost to process applications and are borne by individual applicants. Actual cost calculations for application fees are based upon the following formula:

$$\begin{aligned}
& \text{number of minutes to perform the function} \\
& \quad \times \\
& \text{pay rate for the classification of the personnel performing the function} \\
& \quad + \\
& \text{a proportionate share of administrative overhead}
\end{aligned}$$

BFO recommends increasing the current application fees on a graduated basis for veterinarians, veterinary technicians, and continuing education program approval. Furthermore, BFO recommends increasing the application fee for two applications related to new classes of registrant/licensee created by the Animal Destruction Method Authorization Law (ADMAL) (3 P.S. §§ 328.101-328.1101): registered animal protection organizations (APOs), and licensed euthanasia technicians. The initial fees for these new classes of registrant/licensee were included in the Board's proposed rulemaking (16A-5726) which was published as proposed on April 2, 2022 (52 Pa.B. 1980). The Board expects to promulgate the final-form rulemaking and begin registering APOs and licensing euthanasia technicians in the Spring of 2024. Being new classes of licensure, and at the Board's request, BFO recommended not increasing the application fees until December 2026 for these categories (rather than December 2024) to allow a larger number of initial applicants to take advantage of the lower, initial application fee, and because the total number of registered APOs and licensed euthanasia technicians remains speculative. Finally, the proposed fee for APO re-inspection will be contemporaneously increased with the fee for application for initial registration of an APO, which includes the initial inspection fee. Only those APOs who fail the initial inspection are expected to pay the re-inspection fee. Accordingly, the ultimate cost to the regulated community, with regard to re-inspections, is expected to be minimal.

The "duplicate license or certificate" fee (\$5) will not be increased because it is set by statute, specifically section 226 of the Bureau of Professional and Occupational Affairs (BPOA) Fee Act (63 P.S. § 1401-226). Similarly, the "late renewal" fee (\$5 per month or part of month) will not be increased because it is set by section 225 of the BPOA Fee Act (63 P.S. § 1401-225). Finally, the "certification of scores or hours" fee will not be increased because: 1) BFO did not suggest that it be increased; and 2) this fee is all but obsolete – the Board having no record of ever having charged this fee. In November of 2000, the North American Veterinary Licensing Examination (NAVLE), administered by the International Council for Veterinary Assessment (ICVA), replaced paper-and-pencil tests such as the National Board Examination (NBE) and Clinical Competency Test (CCT) as the sole computer-based examination for veterinary medical licensure in the U.S. and Canada. The Board established the "certification of scores or hours" fee in June of 2000 for those licensees who passed the NBE and CCT prior to 2000, and sought licensure in another jurisdiction, so that the Board could certify those scores and provide them to another jurisdiction, if requested. See, 30 Pa.B. 3044 (June 17, 2000). Licensure by reciprocity/endorsement, coupled with the fact that NAVLE scores are certified by the exam administrator (ICVA), has practically eliminated the need for the "certification of scores or hours" fee. However, because a licensee may *possibly* request that the Board certify NBE or CCT scores/hours, the Board has decided not to eliminate, or raise, this fee via this proposed rulemaking.

The proposed rulemaking will create the following application fee schedule over three renewal cycles:

**Application Fees (and APO Re-inspection Fee)**

	<b>Current</b>	<b>Upon Publication as Final</b>	<b>Effective Dec. 1, 2026</b>	<b>Effective Dec. 1, 2028</b>
<b>Veterinarian</b>	\$35	\$125	\$131	\$138
<b>Vet. Techs.</b>	\$35	\$78	\$82	\$86
<b>APO registration</b>		\$244	\$256	\$269
<b>APO re-inspection</b>		\$216	\$228	\$241
<b>Euth. Tech.</b>		\$87	\$91	\$96
<b>CE prog. approval</b>	\$35	\$108	\$113	\$119

Despite the proposed increases, the Board’s new application fees will be lower than some surrounding states (Connecticut, Delaware, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Ohio, and West Virginia) but will be higher than other surrounding states (Maine, Rhode Island, and Vermont). The highest known application fee for veterinarians in the Northeast quadrant of the United States is Rhode Island at \$580, while the lowest known application fee for veterinarians is Maine at \$95.

BFO also recommends that the fee for verification of licensure be incrementally increased over three renewal cycles:

**Verification of Licensure Fee**

	<b>Current</b>	<b>Upon Publication as Final</b>	<b>Dec. 2026</b>	<b>Dec. 2028</b>
Verification of Licensure	\$15	\$20	\$21	\$22

Although some surrounding states do not charge a verification of licensure fee, the Board’s new verification of licensure fee will be on par with the states that do charge such a fee (Delaware (\$35), Maryland (\$25), Massachusetts (\$15), New Hampshire (\$20), New Jersey (\$25), New York (\$25), Rhode Island (\$50), Vermont (\$25), and West Virginia (\$25)).

*Fiscal Impact*

The proposed rulemaking will not have any fiscal impact on the general public.

The proposed rulemaking will increase application and biennial renewal fees on a graduated basis. All Board applicants, licensees and certificate holders will be required to comply with the regulation. The fees may be paid by applicants, licensees or certificate holders, or may be paid by their employers, should their employers choose to do so. The proposed regulation should have no other fiscal impact on the private sector, the general public or political subdivisions of the Commonwealth.

Approximately 1,025 applicants biennially will be impacted by the increased application fees. Specifically, the number of applicants affected are as follows (note: numbers provided for APOs and euthanasia technicians are estimated because the Board is expected to issue registrations/licenses to such individuals in the Spring of 2024):

Veterinarians:	533
Veterinary technicians:	398
Animal Protection Organizations:	10
Euthanasia Technicians:	50
CE programs:	34

Applicants will be affected as follows:

	<b>Current</b>	<b>Upon Publication as Final</b>	<b>Effective Dec. 1, 2026</b>	<b>Effective Dec. 1, 2028</b>
<b>Veterinarian</b>	\$35 x 533 = \$18,655	\$125 x 533 = \$66,625 (+\$47,970)	\$131 x 533 = \$69,823 (+\$51,168)	\$138 x 533 = \$73,554 (+\$54,899)
<b>Vet. Techs.</b>	\$35 x 389 = \$13,615	\$78 x 389 = \$30,342 (+\$16,727)	\$82 x 389 = \$31,898 (+\$18,283)	\$86 x 389 = \$33,454 (+\$19,839)
<b>Registered APOs</b>	\$244 x 50 = \$12,200	\$244 x 10 = \$2,440	\$256 x 10 = \$2,560 (+\$120)	\$269 x 10 = \$2,690 (+\$250)
<b>APO reinspection</b>	\$216	\$216	\$228	\$241
<b>Euthanasia Tech.</b>	\$87 x 50 = \$4,350	\$87 x 50 = \$4,350	\$91 x 50 = \$4,550 (+\$200)	\$96 x 50 = \$4,800 (+\$450)
<b>CE program approval</b>	\$35 x 34 = \$1,190	\$108 x 34 = \$3,672 (+\$2,482)	\$113 x 34 = \$3,84 (+\$2,652)	\$119 x 34 = \$4,046 (+\$2,856)

Based upon the graduated application fee increases, the total economic impact per biennial renewal period is as follows:

FY 24-25 and 25-26:	\$67,179
FY 26-27 and 27-28:	\$72,423
<u>FY 28-29 and 29-30:</u>	<u>\$78,294</u>
<b>Total:</b>	<b>\$217,896</b>

Approximately 8,850 licensees/certificate holders will be impacted by the increased biennial renewal fees:

Veterinarians: 5,576  
Veterinary technicians: 3,174  
Animal Protection Organizations: 50  
Euthanasia Technicians: 50

Currently licensed individuals will be affected as follows:

	<b>Current</b>	<b>December 1, 2024 - November 30, 2026 Biennial Registration Fee</b>	<b>December 1, 2026 - November 30, 2028 Biennial Registration Fee</b>	<b>December 1, 2028 - November 30, 2030 Biennial Registration Fee and thereafter</b>
<b>Veterinarians</b>	\$360 x 5,576 = \$2,007,360	\$371 x 5,576 = \$2,068,696	\$382 x 5,576 = \$2,130,032	\$393 x 5,576 = \$2,191,368
<b>Vet. Techs.</b>	\$100 x 3,174 = \$317,400	\$103 x 3,174 = \$326,922	\$106 x 3,174 = \$336,444	\$109 x 3,174 = \$345,966
<b>Reg. APOs</b>	\$50 x 50 = \$2,500	\$52 x 50 = \$2,600	\$54 x 60 = \$3,240	\$56 x 70 = \$3,920
<b>Euth. Techs.</b>	\$25 x 50 = \$1,250	\$26 x 50 = \$1,300	\$27 x 100 = \$2,700	\$28 x 150 = \$4,200

Based upon the above biennial renewal fee increases, the economic impact is as follows:

FYs 24-25 and 25-26: \$71,008  
FYs 26-27 and 27-28: \$142,156  
FYs 28-29 and 29-30: \$213,444  
TOTAL: \$426,608

Thus, the total economic impact of the proposed fee increase to applicants, licensees, certificate holders, registrants, or employers, if employers choose to pay application or licensing fees, is \$644,504.

*Paperwork Requirements*

The proposed rulemaking will require the Board to alter some of its electronic forms to reflect the new application and biennial renewal fees; however, the proposed rulemaking should not create additional paperwork for the private sector.

### *Sunset Date*

The Board continuously monitors its regulations as required by Executive Order 1996-1. Therefore, no sunset date has been assigned.

### *Regulatory Review*

Under section 5(a) of the Regulatory Review Act (71 P.S. § 745.5(a)), on June 12, 2024, the Board submitted a copy of this proposed regulation and a copy of the Regulatory Analysis Form to the Independent Regulatory Review Commission (IRRC) and to the Chairpersons of the Senate Consumer Protection and Professional Licensure Committee and the House Professional Licensure Committee. A copy of this material is available to the public upon request.

Under section 5(g) of the Regulatory Review Act, IRRC may convey comments, recommendations or objections to the proposed rulemaking within 30 days of the close of the public comment period. The comments, recommendations or objections shall specify the regulatory review criteria in section 5.2 of the Regulatory Review Act (71 P.S. § 745.5b) which have not been met. The Regulatory Review Act specifies detailed procedures for review prior to final publication of the rulemaking by the Board, the General Assembly and the Governor.

### *Public Comment*

Interested persons are invited to submit written comments, suggestions or objections regarding this proposed rulemaking to Regulatory Counsel, State Board of Veterinary Medicine, at P.O. Box 69523, Harrisburg, PA 17106-9523 or by e-mail at [RA-STRegulatoryCounsel@pa.gov](mailto:RA-STRegulatoryCounsel@pa.gov), within 30 days of publication of this proposed rulemaking in the *Pennsylvania Bulletin*. Reference “Regulation No. 16A-5732 (fees)”, when submitting comments.

Thomas N. Garg, VMD  
Chairperson,  
State Board of Veterinary Medicine

Arion R. Claggett  
Acting Commissioner, Bureau of  
Professional and Occupational Affairs



**ANNEX A**

**TITLE 49. PROFESSIONAL AND VOCATIONAL STANDARDS**

**PART I. DEPARTMENT OF STATE**

**Subpart A. PROFESSIONAL AND OCCUPATIONAL AFFAIRS**

**CHAPTER 31. STATE BOARD OF VETERINARY MEDICINE**

**Subchapter A. VETERINARIANS, CERTIFIED VETERINARY TECHNICIANS AND  
VETERINARY ASSISTANTS**

**FEES**

**§ 31.41. Schedule of fees.**

An applicant for a license, certificate or service shall submit a payment at the time of the request under the following fee schedule:

*[Veterinarian fees for services:*

Application to original, reactivated, reissued or reciprocal license ... \$35

Application for continuing education program approval ... \$35

Verification of licensure ... \$15

Certification of scores or hours ... \$25

Duplicate license ... \$5

Late renewal fee per month or part of month ... \$5

*Veterinarian biennial renewal:*

Biennial renewal fee ... \$360

*Certified veterinary technician fees for services:*

Application for certification ... \$35

Application for continuing education program approval ... \$35

Verification of certification ... \$15

Certification of scores or hours ... \$25

Late renewal fee per month or part of month ... \$5

Duplicate license ... \$5

*Certified veterinarian technician biennial renewal:*

Biennial renewal fee ... \$100]

(a) Application fees (original, reactivated, reissued, reciprocal, or endorsement):

(Editor's Note: The blank in the first column of effective dates refers to the date of publication of the final-form rulemaking in the Pennsylvania Bulletin).

	<u>Effective</u> _____	<u>Effective</u> <u>December 1, 2026</u>	<u>Effective</u> <u>December 1, 2028</u>
<u>Veterinarian</u>	<u>\$125</u>	<u>\$131</u>	<u>\$138</u>

16A-5732 – Proposed Rulemaking  
 Vet Board Fees  
 June 5, 2024

<u>Certified Veterinary</u>	<u>\$78</u>	<u>\$82</u>	<u>\$86</u>
<u>Technician</u>			
<u>Continuing education</u>	<u>\$108</u>	<u>\$113</u>	<u>\$119</u>
<u>program approval</u>			

(b) Biennial renewal fees:

	<u>December 1, 2024 - November 30, 2026 Biennial Renewal Fee</u>	<u>December 1, 2026 - November 30, 2028 Biennial Renewal Fee</u>	<u>December 1, 2028 - November 30, 2030 and thereafter Biennial Renewal Fee</u>
<u>Veterinarian</u>	<u>\$371</u>	<u>\$382</u>	<u>\$393</u>
<u>Certified Veterinary</u>	<u>\$103</u>	<u>\$106</u>	<u>\$109</u>
<u>Technician</u>			

(c) Miscellaneous fees:

(Editor’s Note: The blank in the first column of effective dates refers to the date of publication of the final-form rulemaking in the *Pennsylvania Bulletin*).

	<u>Effective</u> _____	<u>Effective</u> <u>December 1, 2026</u>	<u>Effective</u> <u>December 1, 2028</u>
<u>Verification of licensure or certification</u>	<u>\$20</u>	<u>\$21</u>	<u>\$22</u>

Duplicate license or certificate.....	\$5
Late renewal fee per month or part of month.....	\$5
Certification of scores or hours.....	\$25

\* \* \* \* \*

**Subchapter B. ANIMAL PROTECTION ORGANIZATIONS AND**

**EUTHANASIA TECHNICIANS**

**GENERAL PROVISIONS**

**§ 31.104. Schedule of fees.**

The Board will charge the following fees for the administration of this subchapter:

(a) Application fees (original, reactivated, reissued, reciprocal, or endorsement):

*(Editor’s Note: The blank in the first column of effective dates refers to the date of publication of the final-form rulemaking in the Pennsylvania Bulletin).*

	<u>Effective</u>	<u>Effective</u> <u>December 1, 2026</u>	<u>Effective</u> <u>December 1, 2028</u>
<u>Registered Animal Protection Organization (includes initial inspection fee)</u>	<u>\$244</u>	<u>\$256</u>	<u>\$269</u>
<u>Euthanasia Technician</u>	<u>\$87</u>	<u>\$91</u>	<u>\$96</u>

(b) Biennial renewal fees:

	<u>December 1, 2024 - November 30, 2026 Biennial Renewal Fee</u>	<u>December 1, 2026 - November 30, 2028 Biennial Renewal Fee</u>	<u>December 1, 2028 - November 30, 2030 and thereafter Biennial Renewal Fee</u>
<u>Certified Animal Protection Organization</u>	<u>\$52</u>	<u>\$54</u>	<u>\$56</u>
<u>Euthanasia Technician</u>	<u>\$26</u>	<u>\$27</u>	<u>\$28</u>

(c) Miscellaneous fees:

(Editor’s Note: The blank in the first column of effective dates refers to the date of publication of the final-form rulemaking in the *Pennsylvania Bulletin*).

	<u>Effective</u> _____	<u>Effective</u> <u>December 1, 2026</u>	<u>Effective</u> <u>December 1, 2028</u>
<u>Verification of licensure or certification</u>	<u>\$20</u>	<u>\$21</u>	<u>\$22</u>
<u>Animal Protection Organization Reinspection Fee (for certificate of registration</u>	<u>\$216</u>	<u>\$228</u>	<u>\$241</u>
<u>Duplicate license or certificate.....</u>			<u>\$5</u>
<u>Late renewal fee per month or part of month.....</u>			<u>\$5</u>



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE  
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS  
STATE BOARD OF VETERINARY MEDICINE

Post Office Box 2649  
Harrisburg, Pennsylvania 17105-2649  
(717)783-7134

June 12, 2024

The Honorable George D. Bedwick, Chairman  
INDEPENDENT REGULATORY REVIEW COMMISSION  
14<sup>th</sup> Floor, Harristown 2, 333 Market Street  
Harrisburg, Pennsylvania 17101

Re: Proposed Rulemaking  
State Board of Veterinary Medicine  
16A-5732: Fees

Dear Chairman Bedwick:

Enclosed is a copy of a proposed rulemaking package of the State Board of Veterinary Medicine pertaining to Fees.

The Board will be pleased to provide whatever information the Commission may require during the course of its review of the rulemaking.

Sincerely,

A handwritten signature in black ink that reads "Tom Garg, VMD".

Thomas N. Garg, V.M.D., Chairperson  
State Board of Veterinary Medicine

TNG/TMD/jpp  
Enclosure

cc: Arion Claggett, Acting Commissioner of Professional and Occupational Affairs  
K. Kalonji Johnson, Deputy Secretary for Regulatory Programs  
Andrew LaFratte, Deputy Policy Director, Department of State  
Cynthia Montgomery, Deputy Chief Counsel, Department of State  
☺, Regulatory Counsel, Department of State  
☺, Board Counsel, State Board of ☺  
State Board of ☺

**From:** [Monoski, Jesse](#)  
**To:** [Bennetch, Erica](#); [Dimm, Ian](#); [joseph.kelly](#); [Vazquez, Enid](#)  
**Subject:** Re: DELIVERY NOTICE: REGULATION 16A-5732  
**Date:** Wednesday, June 12, 2024 12:04:44 PM  
**Attachments:** [image001.png](#)

RECEIVED

Independent Regulatory  
Review Commission

June 12, 2024

Received

Get [Outlook for Android](#)

---

**From:** Bennetch, Erica <erbennetch@pa.gov>  
**Sent:** Wednesday, June 12, 2024 12:03:20 PM  
**To:** Monoski, Jesse <jesse.monoski@pasenate.com>; Dimm, Ian <ian.dimm@pasenate.com>; Kelly, Joseph <joseph.kelly@pasenate.com>; Vazquez, Enid <Enid.Vazquez@pasenate.com>  
**Subject:** RE: DELIVERY NOTICE: REGULATION 16A-5732

**EXTERNAL EMAIL**

Good afternoon:

Just following up regarding the above-referenced regulation delivery confirmation.

Thank you,

Erica L. Bennetch | Legal Assistant 2  
Office of Chief Counsel | Department of State  
Governor's Office of General Counsel  
P.O. Box 69523 | Harrisburg, PA 17106-9523  
Office Phone 717.775.8145 | Fax: 717.787.0251  
[erbennetch@pa.gov](mailto:erbennetch@pa.gov) | [www.dos.pa.gov](http://www.dos.pa.gov)  
(preferred pronouns: she, her, hers)

**PRIVILEGED AND CONFIDENTIAL COMMUNICATION**

*The information transmitted is intended only for the person or entity to whom it is addressed and may contain confidential and/or privileged material. Any use of this information other than by the intended recipient is prohibited. If you receive this message in error, please send a reply e-mail to the sender and delete the material from any and all computers. Unintended transmissions shall not constitute waiver of the attorney-client or any other privilege.*



---

**From:** Bennetch, Erica  
**Sent:** Wednesday, June 12, 2024 8:01 AM  
**To:** jesse.monoski@pasenate.com; ian.dimm@pasenate.com; Joseph.Kelly@pasenate.com; Vazquez, Enid <Enid.Vazquez@pasenate.com>  
**Subject:** DELIVERY NOTICE: REGULATION 16A-5732  
**Importance:** High

**Please provide a written (email) confirmation of receipt of delivery of the attached rulemaking.**

Please be advised that the State Board of Veterinary Medicine is delivering the below proposed rulemaking.

- 16A-5732 State Board of Veterinary Medicine Fee Increase  
The proposal would amend § 31.41 (relating to fees for veterinarians and veterinary technicians) and § 31.104 (relating to fees for animal protection organizations (APOs) and euthanasia technicians) to increase all renewal fees by 3% each biennium for three consecutive renewal cycles (beginning December 1, 2024), and it will increase all application fees to reflect the true administrative cost to the Board to process each individual application.

Thank you for your attention to this matter.

Erica L. Bennetch | Legal Assistant 2  
Office of Chief Counsel | Department of State  
Governor's Office of General Counsel  
P.O. Box 69523 | Harrisburg, PA 17106-9523  
Office Phone 717.775.8145 | Fax: 717.787.0251  
[erbennetch@pa.gov](mailto:erbennetch@pa.gov) | [www.dos.pa.gov](http://www.dos.pa.gov)  
(preferred pronouns: she, her, hers)

**PRIVILEGED AND CONFIDENTIAL COMMUNICATION**

**RECEIVED**

Independent Regulatory  
Review Commission

June 12, 2024

*The information transmitted is intended only for the person or entity to whom it is addressed and may contain confidential and/or privileged material. Any use of this information other than by the intended recipient is prohibited. If you receive this message in error, please send a reply e-mail to the sender and delete the material from any and all computers. Unintended transmissions shall not constitute waiver of the attorney-client or any other privilege.*



This message and any attachment may contain privileged or confidential information intended solely for the use of the person to whom it is addressed. If the reader is not the intended recipient then be advised that forwarding, communicating, disseminating, copying or using this message or its attachments is strictly prohibited. If you receive this message in error, please notify the sender immediately and delete the information without saving any copies.



RECEIVED

**From:** [Orchard, Kari L.](#)  
**To:** [Bennetch, Erica](#); [Brett, Joseph D.](#); [Barton, Jamie](#)  
**Subject:** RE: DELIVERY NOTICE: REGULATION 16A-5732  
**Date:** Wednesday, June 12, 2024 9:27:17 AM  
**Attachments:** [image001.png](#)

Independent Regulatory  
Review Commission  
June 12, 2024

Received. Thanks!

**Kari Orchard**

Executive Director (D) | House Professional Licensure Committee  
Chairman Frank Burns, 72<sup>nd</sup> Legislative District

---

**From:** Bennetch, Erica <erbennetch@pa.gov>  
**Sent:** Wednesday, June 12, 2024 8:01 AM  
**To:** Orchard, Kari L. <KOrchard@pahouse.net>; Brett, Joseph D. <JBrett@pahouse.net>; Barton, Jamie <JBarton@pahouse.net>  
**Subject:** DELIVERY NOTICE: REGULATION 16A-5732  
**Importance:** High

**Please provide a written (email) confirmation of receipt of delivery of the attached rulemaking.**

Please be advised that the State Board of Veterinary Medicine is delivering the below proposed rulemaking.

- 16A-5732 State Board of Veterinary Medicine Fee Increase  
The proposal would amend § 31.41 (relating to fees for veterinarians and veterinary technicians) and § 31.104 (relating to fees for animal protection organizations (APOs) and euthanasia technicians) to increase all renewal fees by 3% each biennium for three consecutive renewal cycles (beginning December 1, 2024), and it will increase all application fees to reflect the true administrative cost to the Board to process each individual application.

Thank you for your attention to this matter.

Erica L. Bennetch | Legal Assistant 2  
Office of Chief Counsel | Department of State  
Governor's Office of General Counsel  
P.O. Box 69523 | Harrisburg, PA 17106-9523  
Office Phone 717.775.8145 | Fax: 717.787.0251  
[erbennetch@pa.gov](mailto:erbennetch@pa.gov) | [www.dos.pa.gov](http://www.dos.pa.gov)  
(preferred pronouns: she, her, hers)

**PRIVILEGED AND CONFIDENTIAL COMMUNICATION**

*The information transmitted is intended only for the person or entity to whom it is addressed and may contain confidential and/or privileged material. Any use of this information other than by the intended recipient is prohibited. If you receive this message in error, please send a reply e-mail to the sender and delete the material from any and all computers. Unintended transmissions shall not constitute waiver of the attorney-client or any other privilege.*

**From:** [Bulletin](#)  
**To:** [Bennetch, Erica](#)  
**Subject:** [External] RE: DELIVERY NOTICE: REGULATION 16A-5732  
**Date:** Wednesday, June 12, 2024 9:16:25 AM  
**Attachments:** [image001.png](#)

RECEIVED

Independent Regulatory  
Review Commission  
June 12, 2024

---

**ATTENTION:** *This email message is from an external sender. Do not open links or attachments from unknown senders. To report suspicious email, use the [Report Phishing button in Outlook](#).*

Good morning, Erica.

We have received this Proposed Rulemaking. Someone from our office will be in touch soon to schedule it for publication in the *Pennsylvania Bulletin*.

Take care,

**Ernest L. Engvall | Legal Assistant**  
[eengvall@palrb.us](mailto:eengvall@palrb.us) | 717.783.1530  
Legislative Reference Bureau  
*Code and Bulletin Office*

---

**From:** Bennetch, Erica <erbennetch@pa.gov>  
**Sent:** Wednesday, June 12, 2024 8:01 AM  
**To:** Bulletin <bulletin@palrb.us>  
**Subject:** DELIVERY NOTICE: REGULATION 16A-5732  
**Importance:** High

**Please provide a written (email) confirmation of receipt of delivery of the attached rulemaking.**

Please be advised that the State Board of Veterinary Medicine is delivering the below proposed rulemaking.

- 16A-5732 State Board of Veterinary Medicine Fee Increase  
The proposal would amend § 31.41 (relating to fees for veterinarians and veterinary technicians) and § 31.104 (relating to fees for animal protection organizations (APOs) and euthanasia technicians) to increase all renewal fees by 3% each biennium for three consecutive renewal cycles (beginning December 1, 2024), and it will increase all application fees to reflect the true administrative cost to the Board to process each individual application.

Thank you for your attention to this matter.

Erica L. Bennetch | Legal Assistant 2  
Office of Chief Counsel | Department of State

Governor's Office of General Counsel  
P.O. Box 69523 | Harrisburg, PA 17106-9523  
Office Phone 717.775.8145 | Fax: 717.787.0251  
[erbennetch@pa.gov](mailto:erbennetch@pa.gov) | [www.dos.pa.gov](http://www.dos.pa.gov)  
(preferred pronouns: she, her, hers)

**PRIVILEGED AND CONFIDENTIAL COMMUNICATION**

**RECEIVED**

Independent Regulatory  
Review Commission

June 12, 2024

*The information transmitted is intended only for the person or entity to whom it is addressed and may contain confidential and/or privileged material. Any use of this information other than by the intended recipient is prohibited. If you receive this message in error, please send a reply e-mail to the sender and delete the material from any and all computers. Unintended transmissions shall not constitute waiver of the attorney-client or any other privilege.*



RECEIVED

**From:** [Nicole Sidle](#)  
**To:** [Bennetch, Erica](#)  
**Subject:** RE: [EXTERNAL]: DELIVERY NOTICE: REGULATION 16A-5732  
**Date:** Wednesday, June 12, 2024 9:05:13 AM  
**Attachments:** [image001.png](#)

Independent Regulatory  
Review Commission

June 12, 2024

Hello,  
This has been received.

Thanks.  
Nicole

---

**From:** Bennetch, Erica <erbennetch@pa.gov>  
**Sent:** Wednesday, June 12, 2024 8:01 AM  
**To:** Nicole Sidle <Nsidle@pahousegop.com>  
**Subject:** [EXTERNAL]: DELIVERY NOTICE: REGULATION 16A-5732  
**Importance:** High

**Please provide a written (email) confirmation of receipt of delivery of the attached rulemaking.**

Please be advised that the State Board of Veterinary Medicine is delivering the below proposed rulemaking.

- 16A-5732 State Board of Veterinary Medicine Fee Increase  
The proposal would amend § 31.41 (relating to fees for veterinarians and veterinary technicians) and § 31.104 (relating to fees for animal protection organizations (APOs) and euthanasia technicians) to increase all renewal fees by 3% each biennium for three consecutive renewal cycles (beginning December 1, 2024), and it will increase all application fees to reflect the true administrative cost to the Board to process each individual application.

Thank you for your attention to this matter.

Erica L. Bennetch | Legal Assistant 2  
Office of Chief Counsel | Department of State  
Governor's Office of General Counsel  
P.O. Box 69523 | Harrisburg, PA 17106-9523  
Office Phone 717.775.8145 | Fax: 717.787.0251  
[erbennetch@pa.gov](mailto:erbennetch@pa.gov) | [www.dos.pa.gov](http://www.dos.pa.gov)  
(preferred pronouns: she, her, hers)

**PRIVILEGED AND CONFIDENTIAL COMMUNICATION**

*The information transmitted is intended only for the person or entity to whom it is addressed and may contain confidential and/or privileged material. Any use of this information other than by the intended recipient is prohibited. If you receive this message in error, please send a reply e-mail to the sender and delete the material from any and all computers. Unintended transmissions shall not constitute waiver of the attorney-client or any other privilege.*

RECEIVED

**From:** [Smeltz, Jennifer](#)  
**To:** [Bennetch, Erica](#)  
**Subject:** RE: DELIVERY NOTICE: REGULATION 16A-5732  
**Date:** Wednesday, June 12, 2024 8:58:44 AM  
**Attachments:** [image001.png](#)

Independent Regulatory  
Review Commission  
June 12, 2024

Received.

*Jen Smeltz*  
*Executive Director*  
*Consumer Protection and Professional Licensure Committee*  
*Office of Senator Pat Stefano*  
*Phone: (717) 787-7175*

**From:** Bennetch, Erica <erbennetch@pa.gov>  
**Sent:** Wednesday, June 12, 2024 8:01 AM  
**To:** Smeltz, Jennifer <jmsmeltz@pasen.gov>  
**Subject:** DELIVERY NOTICE: REGULATION 16A-5732

⦿ CAUTION : External Email ⦿

**Please provide a written (email) confirmation of receipt of delivery of the attached rulemaking.**

Please be advised that the State Board of Veterinary Medicine is delivering the below proposed rulemaking.

- 16A-5732 State Board of Veterinary Medicine Fee Increase  
The proposal would amend § 31.41 (relating to fees for veterinarians and veterinary technicians) and § 31.104 (relating to fees for animal protection organizations (APOs) and euthanasia technicians) to increase all renewal fees by 3% each biennium for three consecutive renewal cycles (beginning December 1, 2024), and it will increase all application fees to reflect the true administrative cost to the Board to process each individual application.

Thank you for your attention to this matter.

Erica L. Bennetch | Legal Assistant 2  
Office of Chief Counsel | Department of State  
Governor's Office of General Counsel  
P.O. Box 69523 | Harrisburg, PA 17106-9523  
Office Phone 717.775.8145 | Fax: 717.787.0251  
[erbennetch@pa.gov](mailto:erbennetch@pa.gov) | [www.dos.pa.gov](http://www.dos.pa.gov)  
(preferred pronouns: she, her, hers)

**PRIVILEGED AND CONFIDENTIAL COMMUNICATION**

*The information transmitted is intended only for the person or entity to whom it is addressed and may contain confidential and/or privileged material. Any use of this information other than by the intended recipient is prohibited. If you receive this message in error, please send a reply e-mail to the sender and delete the material from any and all computers. Unintended transmissions shall not constitute waiver of the attorney-client or any other privilege.*