



Arizona State Board of Dental Examiners

“Caring for the Public’s Dental
Health and Professional Standards”

1740 West Adams Street, Suite 2470

Phoenix, Arizona 85007

P: (602)242-1492

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August 14, 2024

The Honorable Katie Hobbs
Governor of the State of Arizona
1700 West Washington Street, 9th Floor
Phoenix, Arizona 85007

Dear Governor Hobbs,

Enclosed for your consideration is the FY26 budget request for the Arizona State Board of Dental Examiners (“Board”).

The Board is respectfully requesting an additional appropriation for the following fund issues:

- GL Solutions (Licensing Database);
- Three Full-Time Equivalent (FTE) Positions;
- Salary Increases;
- Additional Office Space; and
- Retiree Annual Leave Payout.

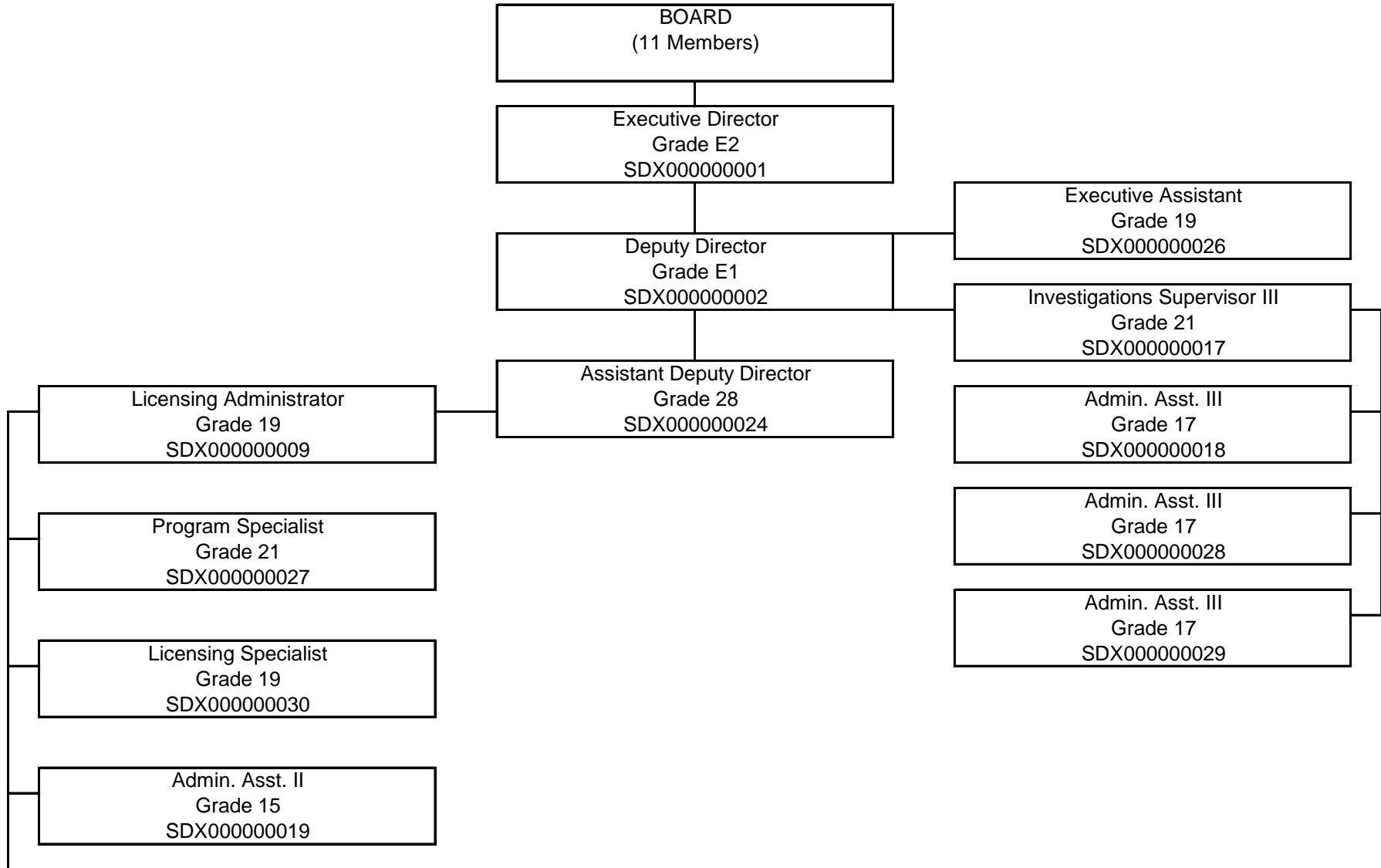
As you likely know, the Board is experiencing over 42% growth in new licensees over the past 10 years. Therefore, it’s essential to receive these aforementioned requests to keep up with the increased number of new applicants and license renewals. Additionally, the Board received 539 complaints in fiscal year 2024, which was an increase from the prior fiscal year 2023 when the Board received 458 complaints. Both are significant increases from prior years when the Board averaged 375 complaints per year. In order to keep up with the demand in licensing and compliance, it is essential to receive these requests to fulfill the mission of the Board, which is ultimately to protect the public’s oral health, safety and welfare. The requested funds to the Board’s appropriation will also assist the agency’s commitment to a seamless business practice while also continuing to provide excellent customer service to all of the public.

Thank you for the opportunity to provide you information regarding the Board and for your consideration of its budget requests. Please let us know what questions we may answer. We are happy to respond.

Respectfully,

Ryan P. Edmonson
Executive Director

ARIZONA STATE BOARD OF DENTAL EXAMINERS
ORGANIZATIONAL CHART
FY 2026



Admin. Asst. II
Grade 15
SDX000000013



State of Arizona Budget Request

State Agency

Board of Dental Examiners

A.R.S. Citation: A.R.S. §§ 32-1201 and 32-1299

Governor Hobbs:

This and the accompanying budget schedules, statements and explanatory information constitute the operating budget request for this agency for Fiscal Year 2026.

To the best of my knowledge all statements and explanations contained in the estimates submitted are true and correct.

Appropriated Funds

	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Total Amount Requested:	2,129.8	394.6	2,524.4
Dental Board Fund	2,129.8	394.6	2,524.4

Non-Appropriated Funds

	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
	-	-	-
Board of Dental Examiners Total:	2,129.8	394.6	2,524.4

Agency Head: Ryan Edmonson

Title: Executive Director

Ryan P. Edmonson 8/16/2024
(signature)

Phone: 6025424493

Prepared by: Kristina Gomez

Email Address: kristina.gomez@dentalboard.az.gov

Date Prepared: August 16, 2024



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PURPOSE – A.R.S. § 32-1212

Funds are used to license, investigate and conduct examinations for dentists, dental therapists, dental hygienists, denturists, dental assistants, business entities and mobile dental facilities.

For FY25 and FY26 the Board is concern with providing a revenue projection, because of the 85/15 split.

4312 – EXAMINATION FEES

Each applicant must successfully pass a jurisprudence exam. The fees are \$300 for a dentist exam, \$200 dental therapists and \$100 for a dental hygienist exam. The Board voted to waive these fees due to the COVID-19 pandemic and pursuant to Governor Ducey’s Executive Order 2020-17. The Executive Order has expired; therefore, the agency is collecting these fees again. A fee was still being collected by the administrator of the exam because the Board cannot grant a fee waiver for a fee it does not collect. The computer based exam is administered by a third party vendor. For FY25 and FY26 the Board is concern with providing a revenue projection, because of the 85/15 split.

4339 – OTHER FEES AND CHARGES FOR SERVICES

The fee for license verification is \$25.00 if requested by the individual and \$5.00 if requested for commercial use. All license verification fees will be deposited into this account and the projection is based on historical data. Revenue collected is anticipated to remain static. For FY25 and FY26 the Board is concern with providing a revenue projection, because of the 85/15 split.

4372 – PUBLICATIONS & REPRODUCTIONS

The Board receives requests for labels or lists of licensees from both individuals and corporations. The fee for this service along with fees for reproduction of public documents are deposited into this account. Historical trends are used in determining this projection. For FY25 and FY26 the Board is concern with providing a revenue projection, because of the 85/15 split.

4415 – OCCUPATIONAL & PROFESSIONAL LICENSES

New Licensees – A.R.S. §§ 32-1236, 1276.02, 1287 and 1297.06 require that the first year’s license fee be prorated, which is \$110 for dentists, \$80 for dental therapist, \$55 for dental hygienists and \$46 for denturist. The Agency accepts licensure by examination, licensure by credential and licensure by universal recognition applications. The license by credential fee is \$2,000 for dentists, \$1,500 for dental therapists and \$1,000 for dental hygienists. The license by universal recognition fee is \$2,000 for dentists, \$1,500 for dental therapists and \$1,000 for dental hygienists. Statute was enacted August 9, 2017 allowing dentists who completed their clinical examination within the five years from submitting their application to license by examination. Additionally, legislation (A.R.S. § 41-1080.01) was passed that allows an applicant to obtain a fee waiver for any initial license fees if their family income is less than 200% of the federal poverty guidelines. It is unknown how the Board will be affected. The Board waived the collection of all these fees due to the COVID-19 pandemic and pursuant to Governor Ducey’s Executive Order 2020-17. The Executive Order has expired; therefore, the agency is collecting fees, and the Board only receives a few applicant requests for fee waivers.

Renewals – Following the first year prorated license fee, individuals fall into triennial licensure per statute. In order to spend-down the Board’s fund, session law was enacted in 2017 to grant renewal fee holidays for all license renewals for calendar years 2018, 2019 and 2020. Therefore, the Board did not collect any license renewal fees from any licensee who was licensed before January 1, 2018.

Additionally, the Board waived the collection of all its fees due to the COVID-19 pandemic and pursuant to Governor Ducey’s discretion in Executive Order 2020-17. The session law for the renewal fee waiver

and the Executive Order has expired; therefore, the agency is collecting fees. For FY25 and FY26 the Board is concern with providing a revenue projection, because of the 85/15 split.

At least once every three years the Board shall review the amount of its renewal fees in public meeting. The Board met on November 4, 2022 and discussed renewal fees for licensees for calendar years 2023, 2024, 2025 and 2026. The Board agreed to collect fees for license renewals pursuant to A.R.S. §§ 32-1236, 32-1276.02, 32-1287 and 32-1297.06 and A.A.C. R4-11-403. The Board would have been insolvent if renewal fees did not revert back to what its statutes and rules allow and prior to the enactment of the session law of 2017 granting renewal fee holidays for all license renewals for calendar years 2018, 2019 and 2020. The following are the triennial renewal fees established by the Board and pursuant to its statutes and rules: dentists is \$510, dental therapists \$375, dental hygienists \$255 and denturists \$233. It is critical for the Board to review the fees in 2024 to determine if the established renewal fees will sustain the operational needs of the agency. For FY25 and FY26 the Board is concern with providing a revenue projection, because of the 85/15 split.

4419 – OTHER LICENSES

This category reflects the historical trend for revenue received through issuing triennial certificates for additional practice locations. The Board waived the collection of all these fees due to the COVID-19 pandemic and pursuant to Governor Ducey's Executive Order 2021-17, which expired. For FY25 and FY26 the Board is concern with providing a revenue projection, because of the 85/15 split.

4519 – OTHER FINES, FORFEITURES & PENALTIES

Items deposited into this category include penalties for failure to inform the Board of a change of address, in a timely manner, fees for submitting a late renewal application. These projections are also based on historical data.

Administrative and Civil Penalties – As a disciplinary action, the Board may invoke an administrative penalty for up to \$2,000 per violation of the Dental Practice Act. The Board may also invoke a non-disciplinary civil penalty of up to \$500 for failure to comply with a subpoena. Funds collected are not split 85/15, the total penalty amount is deposited into the State's General Fund. Projections for this category are based on historical averages. Revenue collected is anticipated to remain static.

4645 – CREDIT CARD DISCOUNT FEES

Credit card discount fees are the cost of accepting credit cards. Revenue collected is anticipated to remain static.

4649 – CREDIT CARD CONVENIENCE FEES

The agency has waived credit card convenience fees, therefore, absorbed the cost. The state Auditor General's Office informed the Board that the agency is required to charge a convenience fee for all credit card transactions. Additionally, the fees are to be split 85/15. The agency has already incorporated the recommendation in FY 23.

Revenue Schedule

Agency: Board of Dental Examiners

Fund: AA1000 General Fund

AFIS Code	Category of Receipt and Description	FY 2024 Actuals	FY 2025 Estimate	FY 2026 Request
4312	Examination Fees	218.3	29.7	29.7
4339	Other Fees & Charges for Services	-	1.7	1.7
4372	Publications & Reproductions	-	0.6	0.6
4415	Occupational & Professional Licenses	-	314.4	314.4
4419	Other Licenses	-	5.5	5.5
4519	Other Fines, Forfeitures, Penalties and Liquidated Damages	-	0.3	0.3
4645	Payment Card Transaction Fees Paid	-	(6.5)	(6.5)
4649	Credit Card Fee Revenue	-	2.3	2.3
4699	Miscellaneous Receipts	-	0.8	0.8
General Fund Total:		218.3	348.8	348.8

Forecast Methodology

Funds are used to license, investigate and conduct examinations for dentists, dental therapists, dental hygienists, denturists, dental assistants, business entities and mobile dental facilities.

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Revenue Schedule

Agency: Board of Dental Examiners

Fund: AA1000 General Fund

waiver

Arizona State Board of Dental Examiners

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Fund: DX2020 Dental Board Fund

AFIS Code	Category of Receipt and Description	FY 2024 Actuals	FY 2025 Estimate	FY 2026 Request
4312	Examination Fees	1,906.0	168.5	168.5
4339	Other Fees & Charges for Services	-	9.4	9.4
4372	Publications & Reproductions	-	3.1	3.1
4415	Occupational & Professional Licenses	-	1,781.4	1,781.4
4419	Other Licenses	-	31.0	31.0
4519	Other Fines, Forfeitures, Penalties and Liquidated Damages	-	1.7	1.7
4645	Payment Card Transaction Fees Paid	-	(36.6)	(36.6)
4649	Credit Card Fee Revenue	-	12.8	12.8
4699	Miscellaneous Receipts	-	4.7	4.7
Dental Board Fund Total:		1,906.0	1,976.0	1,976.0

Revenue Schedule

Agency: Board of Dental Examiners

Fund: DX2020 Dental Board Fund

Forecast Methodology

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Arizona State Board of Dental Examiners

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Revenue Schedule

Agency: Board of Dental Examiners

Fund: DX2020 Dental Board Fund

failure to comply with a subpoena. Funds collected are not split 85/15, the total penalty amount is deposited into the State's General Fund. Projections for this category are based on historical averages. Revenue collected is anticipated to remain static.

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Sources and Uses

Agency: Board of Dental Examiners

Fund: DB2500 IGA and ISA Fund

This fund was established for state agencies as a clearing account to properly account for, control, and report receipts and disbursements associated with intergovernmental and interagency service agreements, which are not reported in other funds.

Cash Flow Summary

	FY 2024 Actuals	FY 2025 Estimate	FY 2026 Request
Beginning Balance	-	(52.3)	(52.3)
Revenue (from Revenue Schedule)	-	-	-
Total Available	-	(52.3)	(52.3)
Total Appropriated Disbursements	52.3	-	-
Total Non-Appropriated Disbursements	-	-	-
Balance Forward to Next Year	(52.3)	(52.3)	(52.3)

Explanation for Negative Ending Balance(s):

Board of Dental Examiners negative balance is due to E-licensing appropriation from FY23 for use in FY24.

Appropriated Expenditure

Expenditure Categories	FY 2024 Actuals	FY 2025 Estimate	FY 2026 Request
Personal Services	-	-	-
Employee Related Expenditures	-	-	-
Professional & Outside Services	-	-	-
Travel In-State	-	-	-
Travel Out-Of-State	-	-	-
Food	-	-	-
Aid To Organizations & Individuals	-	-	-
Other Operating Expenditures	-	-	-
Equipment	-	-	-
Capital Outlay	-	-	-
Capital Equipment	-	-	-
Non-Capital Equipment	-	-	-
Debt Service	-	-	-
Cost Allocation & Indirect Costs	-	-	-
Transfers-Out	-	-	-
Appropriated Expenditure Sub-Total:	-	-	-
Non-Lapsing Authority from Prior Years	52.3	-	-
Administrative Adjustments	-	-	-
Capital Projects (Land, Bldgs, Improv)	-	-	-
Appropriated 27th Pay Roll	-	-	-
Legislative Fund Transfers	-	-	-

Sources and Uses

Agency:	Board of Dental Examiners
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Fund:	DB2500 IGA and ISA Fund
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IT Project Transfers	-	-	-
Proposed Fund Transfer	-	-	-
Residual Equity Transfer	-	-	-
Transfer Due to Fund Balance Cap	-	-	-
Prior Committed or Obligated Expenditures (no entry for AY)	-	-	-
Non-Appropriated 27th Pay Roll	-	-	-
Appropriated Expenditure Total:	52.3	-	-
Appropriated FTE	-	-	-

Non-Appropriated Expenditure

	FY 2024 Actuals	FY 2025 Estimate	FY 2026 Request
Expenditure Categories			
Personal Services	-	-	-
Employee Related Expenditures	-	-	-
Professional & Outside Services	-	-	-
Travel In-State	-	-	-
Travel Out-Of-State	-	-	-
Food	-	-	-
Aid To Organizations & Individuals	-	-	-
Other Operating Expenditures	-	-	-
Equipment	-	-	-
Capital Outlay	-	-	-
Capital Equipment	-	-	-
Non-Capital Equipment	-	-	-
Debt Service	-	-	-
Cost Allocation & Indirect Costs	-	-	-
Transfers-Out	-	-	-
Non-Appropriated Expenditure Sub-Total:	-	-	-
Non-Lapsing Authority from Prior Years	-	-	-
Administrative Adjustments	-	-	-
Capital Projects (Land, Bldgs, Improv)	-	-	-
Appropriated 27th Pay Roll	-	-	-
Legislative Fund Transfers	-	-	-
IT Project Transfers	-	-	-
Proposed Fund Transfer	-	-	-
Residual Equity Transfer	-	-	-
Transfer Due to Fund Balance Cap	-	-	-

Sources and Uses

Agency: Board of Dental Examiners

Fund: DB2500 IGA and ISA Fund

Prior Committed or Obligated Expenditures (no entry for AY)	-	-	-
Non-Appropriated 27th Pay Roll	-	-	-
Non-Appropriated Expenditure Total:	-	-	-
Non-Appropriated FTE	-	-	-

Sources and Uses

Agency: Board of Dental Examiners

Fund: DX2020 Dental Board Fund

Revenues are the fees, fines, and other revenue received by the Board. Funds are used to license, investigate, and conduct examinations of dentists, denturists, dental hygienists, and dental assistants.

Cash Flow Summary

	FY 2024 Actuals	FY 2025 Estimate	FY 2026 Request
Beginning Balance	-	(1,987.1)	(2,140.9)
Revenue (from Revenue Schedule)	1,906.0	1,976.0	1,976.0
Total Available	1,906.0	(11.1)	(164.9)
Total Appropriated Disbursements	3,893.1	2,129.8	2,524.4
Total Non-Appropriated Disbursements	-	-	-
Balance Forward to Next Year	(1,987.1)	(2,140.9)	(2,689.3)

Explanation for Negative Ending Balance(s):

Board of Dental Examiners is expecting a negative fund balance in all outlier years due to legislative unmandated transfer in FY24.

Appropriated Expenditure

Expenditure Categories	FY 2024 Actuals	FY 2025 Estimate	FY 2026 Request
Personal Services	839.2	908.1	1,097.7
Employee Related Expenditures	339.9	369.0	484.7
Professional & Outside Services	448.4	512.4	512.4
Travel In-State	2.6	3.2	3.2
Travel Out-Of-State	5.4	5.5	5.5
Food	-	-	-
Aid To Organizations & Individuals	-	-	-
Other Operating Expenditures	199.8	255.5	260.5
Equipment	-	-	-
Capital Outlay	-	-	-
Capital Equipment	12.8	76.1	76.1
Non-Capital Equipment	31.7	-	84.3
Debt Service	-	-	-
Cost Allocation & Indirect Costs	-	-	-
Transfers-Out	2.1	-	-
Appropriated Expenditure Sub-Total:	1,881.9	2,129.8	2,524.4
Non-Lapsing Authority from Prior Years	-	-	-
Administrative Adjustments	11.2	-	-
Capital Projects (Land, Bldgs, Improv)	-	-	-
Appropriated 27th Pay Roll	-	-	-
Legislative Fund Transfers	2,000.0	-	-

Sources and Uses

Agency:	Board of Dental Examiners
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Fund:	DX2020 Dental Board Fund
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IT Project Transfers	-	-	-
Proposed Fund Transfer	-	-	-
Residual Equity Transfer	-	-	-
Transfer Due to Fund Balance Cap	-	-	-
Prior Committed or Obligated Expenditures (no entry for AY)	-	-	-
Non-Appropriated 27th Pay Roll	-	-	-
Appropriated Expenditure Total:	3,893.1	2,129.8	2,524.4
Appropriated FTE	13.0	13.0	16.0

Non-Appropriated Expenditure

	FY 2024 Actuals	FY 2025 Estimate	FY 2026 Request
Expenditure Categories			
Personal Services	-	-	-
Employee Related Expenditures	-	-	-
Professional & Outside Services	-	-	-
Travel In-State	-	-	-
Travel Out-Of-State	-	-	-
Food	-	-	-
Aid To Organizations & Individuals	-	-	-
Other Operating Expenditures	-	-	-
Equipment	-	-	-
Capital Outlay	-	-	-
Capital Equipment	-	-	-
Non-Capital Equipment	-	-	-
Debt Service	-	-	-
Cost Allocation & Indirect Costs	-	-	-
Transfers-Out	-	-	-
Non-Appropriated Expenditure Sub-Total:	-	-	-
Non-Lapsing Authority from Prior Years	-	-	-
Administrative Adjustments	-	-	-
Capital Projects (Land, Bldgs, Improv)	-	-	-
Appropriated 27th Pay Roll	-	-	-
Legislative Fund Transfers	-	-	-
IT Project Transfers	-	-	-
Proposed Fund Transfer	-	-	-
Residual Equity Transfer	-	-	-
Transfer Due to Fund Balance Cap	-	-	-

Sources and Uses

Agency: Board of Dental Examiners

Fund: DX2020 Dental Board Fund

Prior Committed or Obligated Expenditures (no entry for AY)	-	-	-
Non-Appropriated 27th Pay Roll	-	-	-
Non-Appropriated Expenditure Total:	-	-	-
Non-Appropriated FTE	-	-	-

Funding Issue List

Agency: Board of Dental Examiners

FY 2026

Priority	Funding Issue Title	Total FTE	Total Amount	General Fund	Other Appropriated Funds	Non- Appropriated Funds
1	Database Vendor Solution and Increased Fee	-	65.1	-	65.1	-
2	FTE- Admin Assistant III Compliance & Licensing	3.0	225.7	-	225.7	-
3	Salary Increase	-	59.0	-	59.0	-
4	Additional Office Space	-	5.0	-	5.0	-
5	Annual Leave Payout	-	39.8	-	39.8	-
Total:		3.0	394.6	-	394.6	-

Funding Issue Detail

Agency: Board of Dental Examiners

Issue: 1 Database Vendor Solution and Increased Fee

Calculated ERE:
Uniform Allowance:

Program: Licensing and Regulation
Fund: DX2020 Dental Board Fund (Appropriated)

Expenditure Categories	FY 2026
8500 Non-Capital Equipment	65.1
Program/Fund Total:	65.1

Issue: 2 FTE- Admin Assistant III Compliance & Licensing

Calculated ERE: 71.5
Uniform Allowance:

Program: Licensing and Regulation
Fund: DX2020 Dental Board Fund (Appropriated)

Expenditure Categories	FY 2026
FTE FTE	3.0
6000 Personal Services	135.0
6100 Employee Related Expenditures	71.5
Subtotal Personal Services and ERE	206.5
8500 Non-Capital Equipment	19.2
Program/Fund Total:	225.7

Issue: 3 Salary Increase

Calculated ERE: 17
Uniform Allowance:

Program: Licensing and Regulation
Fund: DX2020 Dental Board Fund (Appropriated)

Expenditure Categories	FY 2026
6000 Personal Services	42.0
6100 Employee Related Expenditures	17.0
Subtotal Personal Services and ERE	59.0
Program/Fund Total:	59.0

Issue: 4 Additional Office Space

Calculated ERE:
Uniform Allowance:

Funding Issue Detail

Agency:	Board of Dental Examiners
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Issue:	4 Additional Office Space
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Program:	Licensing and Regulation
Fund:	DX2020 Dental Board Fund (Appropriated)

Expenditure Categories		FY 2026
7000	Other Operating Expenditures	5.0
Program/Fund Total:		5.0

Issue:	5 Annual Leave Payout
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Calculated ERE: 27.2
Uniform Allowance:

Program:	Licensing and Regulation
Fund:	DX2020 Dental Board Fund (Appropriated)

Expenditure Categories		FY 2026
6000	Personal Services	12.6
6100	Employee Related Expenditures	27.2
Subtotal Personal Services and ERE		39.8
Program/Fund Total:		39.8



Arizona State Board of Dental Examiners

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August 14, 2024

Database Vendor Solution and Increased Fee

Summary:

The Arizona State Board of Dental Examiners (Board) is requesting an annual increase in its appropriation to fund the Board’s database solution, GL Solutions. This vendor was selected by the Board’s previous administration and this is our most viable option now. The Board needs to continue its current relationship with this vendor. However, their cost is based on the consumer price index and their fee increased significantly for fiscal year 2024. The fee increased again in fiscal year 2025.

Description of the issue and how recommending the agency’s request furthers the agency’s mandates:

The Board’s former administration agreed to enter into a contract with GL Solutions for the licensing database system. The system not only maintains sensitive licensing and complaint information but also hosts the dental professional licensee directory to allow the public to view licensees’ histories. The reason for the price increase is due to inflation. GL Solutions added an eight percent (8%) increase based off the consumer price index. The total cost in fiscal year 2024 for the continuation of the GL simple technical support plan is \$65,142.15 for 12 system users. The Board was not anticipating that high of an increase for fiscal year 2024. The Board paid \$68,019.35 for 12 system users for fiscal year 2025. This was a slight increase to the fee, which is why an ongoing increase in appropriation is needed.

Proposal:

The Board is requesting an increase to the appropriation to pay for its current database solution; the Board’s only licensing database system.

Alternatives considered and reason for rejection and impact of not funding:

If the Board does not receive funding, then the Board would not be able to pay for its licensing database, which houses all the Board’s licensing information. The Board would be operationally paralyzed if adequate funding for the cost of the database system were not available. The Board would like to continue working with this vendor in order to process licensing applications and complaints submitted to the Board.

Impact of not funding this fiscal year:

A denial of this request would prevent the Board’s ability to issue licenses, permits, certificates and review complaints.

Funding Issue Narrative

Agency: Board of Dental Examiners

Issue: 1 Database Vendor Solution and Increased Fee

Description of Issue: The Arizona State Board of Dental Examiners (Board) is requesting an annual increase in its appropriation to fund the Board's database solution, GL Solutions. This vendor was selected by the Board's previous administration and this is our most viable option now. The Board needs to continue its current relationship with this vendor. However, their cost is based on the consumer price index and their fee increased significantly for fiscal year 2024. The fee increased again in fiscal year 2025.

Proposal: The Board is requesting an increase to the appropriation to pay for its current database solution; the Board's only licensing database system.

Alternatives Considered: If the Board does not receive funding, then the Board would not be able to pay for its licensing database, which houses all the Board's licensing information. The Board would be operationally paralyzed if adequate funding for the cost of the database system were not available. The Board would like to continue working with this vendor in order to process licensing applications and complaints submitted to the Board.

Impact of Not Funding This Year: A denial of this request would prevent the Board's ability to issue licenses, permits, certificates and review complaints. The Board's former administration agreed to enter into a contract with GL Solutions for the licensing database system. The system not only maintains sensitive licensing and complaint information but also hosts the dental professional licensee directory to allow the public to view licensees' histories. The reason for the price increase is due to inflation. GL Solutions added an eight percent (8%) increase based off the consumer price index. The total cost in fiscal year 2024 for the continuation of the GL simple technical support plan is \$65,142.15 for 12 system users. The Board was not anticipating that high of an increase for fiscal year 2024. The Board paid \$68,019.35 for 12 system users for fiscal year 2025. This was a slight increase to the fee, which is why an ongoing increase in appropriation is needed.

Statutory Reference:

Equipment to be Purchased (if applicable):

Classification of New Positions:

Annualization(s):

Alignment with Agency's Strategic Plan or Statutory Responsibilities:

Impact on Historically Underserved, Marginalized, or Adversely Affected Groups:

This request will have no impact on underserved, marginalized or adversely affected groups.

How has feedback been incorporated from groups directly impacted by proposal?:

Groups have not provided feedback regarding the database increase proposal.

Description of how this furthers the Governor's priorities:

Issue: 2 FTE- Admin Assistant III Compliance & Licensing



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FTE – Admin Assistant III Compliance & Licensing

Summary:

The Arizona State Board of Dental Examiners (Board) is requesting additional full-time equivalent (FTE) positions and appropriation increase for two Administrative Assistant III positions in the compliance division and one Administrative Assistant III in the licensing division.

According to the [United States Census Bureau 2020](#), Arizona’s population is up 11.9% since 2010. The total population as of 2020 is 7,151,502 for Arizona. This increase illustrates the steady trend that the Board has seen with the growing dental community in Arizona and the need for additional staff. Additionally, research from the American Dental Association Health Policy Institute reported in May 2021 that the percentage of projected dentists per 100,000 (population) in the United State from 2020 to 2040 will increase by 10.4%. This shows a consistent growth in Arizona.

Here in Arizona, the Arizona Oral Health Action Plan 2019-2022 was created to ensure all Arizonans have tools to improve their oral health. The report uncovered that Arizonans fall below national averages in oral health measures. The report outlines several sections, including children, pregnant women, adults, older adults and special needs population. According to the Arizona Oral Health Action Plan 2019-2022, “Over half (52%) of Arizona’s kindergarten children have a history of tooth decay, higher than the national average (36%) for 5-year-old children”. In addition, “Almost two thirds of 3rd grade children (64%) have a history of tooth decay, compared to 52% of 3rd grade children in the general U.S. population”. These are just a few statistics reflected in the report illustrating the importance of oral health and its impact on children in Arizona.

Oral health also effects pregnancy and early childhood development as well. According to the Arizona Oral Health Action Plan 2019-2022, “Pre-term birth rate has been reported to be 11.2% in women without periodontal disease compared to 28.6% in women with moderate to severe disease”. The report also states that, “In 2014, there were almost 87,000 live births in Arizona. More than 6,000 of these births were low birthweight babies, and 7 out of 10 were pre-term”. The statistical analysis shows the importance and demand of ongoing oral health no matter what age of the population.

The dental community has gradually increased and the need to provide oral health services to the state’s growing population is crucial. The unfortunate piece is with the increase number of licenses comes an increase number of complaints filed by citizens that need to be investigated. This increase has put a strain on the compliance division, and stress among staff on not being able to keep up with the demand.

Description of the issue and how recommending the agency’s request furthers the agency’s mandates:

Compliance

The full-time equivalent positions and additional appropriation increase would help with the ongoing number of complaints. It has been challenging for staff to keep up with the volume of complaint cases to open. The Board cannot continue to operate with reduced staff for the most vital area of the Board’s responsibilities – to protect the public. The lack of adequate staff, for compliance, is an injustice for the dental licensing community who funds the agency and the citizens who expect to be protected. The Board is charged with protecting the health, safety and welfare of the public. It has been well documented, in the media that the Board has struggled for years with compliance. The Board knows that the driving issue is the lack of adequate funding to process complaints and complete thorough investigations within a timely

The Americans with Disabilities Act: Persons with disabilities may request reasonable accommodations, such as sign language interpreters. Requests should be made as early as possible to allow time to arrange the accommodation. This document is available in alternative format upon request.

manner. The truest form of oversight is regulation, but the Board continues to miss its compliance goals with one of the purest factors being the lack of staff. To put it bluntly, the Board received approximately 539 complaints in fiscal year 2024, which is to be facilitated by three compliance officers. In comparison, the accountancy board has three full time staff to facilitate an average of 135 complaints per year. That's a disparaging difference that favors the protection of Arizona citizen's finances over their health. Meanwhile, the accountancy board doesn't even regulate accounting; they only regulate CPAs or the use of the title CPA (one of three states in the United States that doesn't regulate accounting).

Description of the issue and how recommending the agency's request furthers the agency's mandates:

Licensing

The passage of SB1013 amended the license expiration date to the licensee's birthday every third year. The passage of SB1240 cleaned up SB1013 to reflect, a license expires thirty days after the licensee's birth month every third year. While both these bills spread the workload over the course of 12 months versus a very specific and one time date of the year, managing it over the course of 12 months has its limitations as well. Since 2012, the Board has realized over a 42% increase in the number of active dental licenses in Arizona. Therefore, the management and workload, even with one very specific date in the year, has increased significantly. While the previous administration either didn't recognize the growth or just ignored it, the staff has endured this growth and has been tenacious to complete the work. However, the cost to the staff is high stress, high anxiety, turnover and slower response times to complete initial license and renewal applications. The cost to the applicants is similar to that of staff with high stress, high anxiety and concern that the Board will not process their application timely to avoid losing liability insurance or even treat patients.

Every licensed dentist, dental therapist, dental hygienist and denturist shall submit to the Board a complete renewal application and pay a license renewal fee on or before the last day of the licensee's birth month every third year. In fiscal year 2024, the Board received 3,775 renewal applications for dentists, dental hygienists and denturists. The renewal applications received during these dates averaged about 315 per month. Adding a new FTE will be responsible to timely process renewal applications and other ancillary licensing tasks. Once a staff person is dedicated to a specific renewal application, the average time spent completing and processing a dental hygienist renewal application is about sixteen minutes and the average time spent completing and processing a dentist renewal application is about twenty minutes. This time intensive process is critical to the dental community, given that a renewal date is necessary in order to practice in the state and their license must be current and active in order to carry liability insurance. The time spent on renewing dental licenses does not include any other work-related tasks in the licensing division, such as processing name change requests, address change requests, receiving and reviewing applications for anesthesia & sedation permits, clinical examinations, licensing by credential, licensing by universal license, license verifications, business entity registrations, volunteer health services registrations, registrations to dispense drugs and/or devices, restricted permits, mobile dental units, portable dental facilities, etc. For example, in fiscal year 2023 the Board issued 90 new business entity registrations and in fiscal year 2024, staff issued 112 new business entity registrations. This does not include renewals for business entity registrations.

Additionally, the Board receives and completes renewal applications throughout the year, which requires the auditing of continuing education hours. This task was completed by one person at the end of the fiscal year, however, this process has changed since the implementations of SB1013 and SB1240. The Board needs an additional staff person to help with the audits, which is mandated by state statute.

Proposal:

Compliance

The agency will create and fill two new Administrative Assistant III positions to assist in the compliance division to meet the 180-day adjudication timeframe set by the Auditor General's Office for regulatory boards to use as a benchmark for efficiency. The average number of calendar days from receipt of

complaint to resolution of complaint was 258 days in fiscal year 2024. Clearly, this is beyond the 180-day goal. The agency continues to see a significant number of complaints each year with the increase in the dental population. The Board has five contract dental investigators and currently three full time staff to facilitate the cases. The Board needs two additional FTEs to help collect case materials and distribute cases to the five dental investigators and manage and facilitate the complaint process. If the request were granted, then the Board would have an equal amount of staff and investigators to work through the massive caseload.

Proposal:

Licensing

The agency will create and fill a new Administrative Assistant III position to assist in the renewal application process of all licensees, auditing of continuing education hours and other tasks related to licensing as aforementioned. This will help the dependence on overtime hours for the agency, which is not a realistic approach in keeping up with work or retaining already overworked employees.

Alternatives considered and reason for rejection and impact of not funding:

Compliance

If the agency does not receive the additional FTE positions and appropriation increase, then the Board will continue to struggle with opening complaints and investigating them in a timely manner. The number one goal of a health board is to protect the health, safety and welfare of the citizens of Arizona, which was also memorialized in Governor Ducey’s Executive Order 2017-03, *Internal Review of Training Requirements, Continuing Education, Fees, and Processes*, which reads in part, “WHEREAS, regulatory Boards serve one purpose and one purpose only – to protect the public from harm”. To that end, and without an appropriation increase, complaints may not be adjudicated timely. At some point, the citizens of Arizona, especially those who file complaints with the Board, should know where the blame lies when their complaints are not handled timely, especially when the Board continues to request to add FTEs to manage its compliance and licensing processes.

Additionally, the Board is concerned with staff turnover due to the significant number of complaints received without any additional help. In fact, the Board hired two compliance officers to fill two vacancies in August 2023 and only one of those compliance officers remains, and therefore, the refilled that position with a new compliance officer who started March 2024. The amount of time and energy used to train new employees is daunting for any profession, but compliance is very detailed and stressful that it can take up to 12 months to feel comfortable with job assignments. To continue with high turnover rates affects morale of even those who stay behind. The Board needs help and cannot continue to operate with only three compliance officers while managing over 500 complaints a year.

Alternatives considered and reason for rejection and impact of not funding:

Licensing

If an additional FTE is not hired, then the Board will not be able to timely process renewal applications with the addition of renewals being submitted on a monthly basis, especially with the addition of the new mid-level dental profession – dental therapy. Staff continues to have specific months when they are behind on renewals, given the roughly 42% increase in licensing. The only way to stay within the allowable timeframe to process renewal applications is when overtime is made available to board staff. However, the Board can no longer offer overtime hours to staff when there is an influx of renewal applications, and especially because of the recent \$2M budget transfer that occurred in the 2024 legislature. Overtime has been the Board’s answer during busy renewal months throughout the year; however, this is not a sustainable solution. And, although the Board is very diligent about reducing fees based on its fund balance – which they voted in favor of – not meeting the renewal or licensing timelines requires a refund of fees collected for both processes. As a recent 85/15 agency (formerly 90/10), this would mean that the general fund would also lose revenues. It is imperative to have a permanent employee who is trained and understands state statutes and rules regarding the renewal and auditing process. The licensees depend on the Board to

navigate this important task in order for them to maintain their licenses. Lastly, audits of continuing education hours will not be completed due to this demand.

Statutory Reference:

A.R.S. § 32-1201 et al and A.A.C. R4-11-101 et al
A.R.S. §§ 32-1236, 32-1276.02, 32-1287 & 32-1297.06

Classification of new positions:

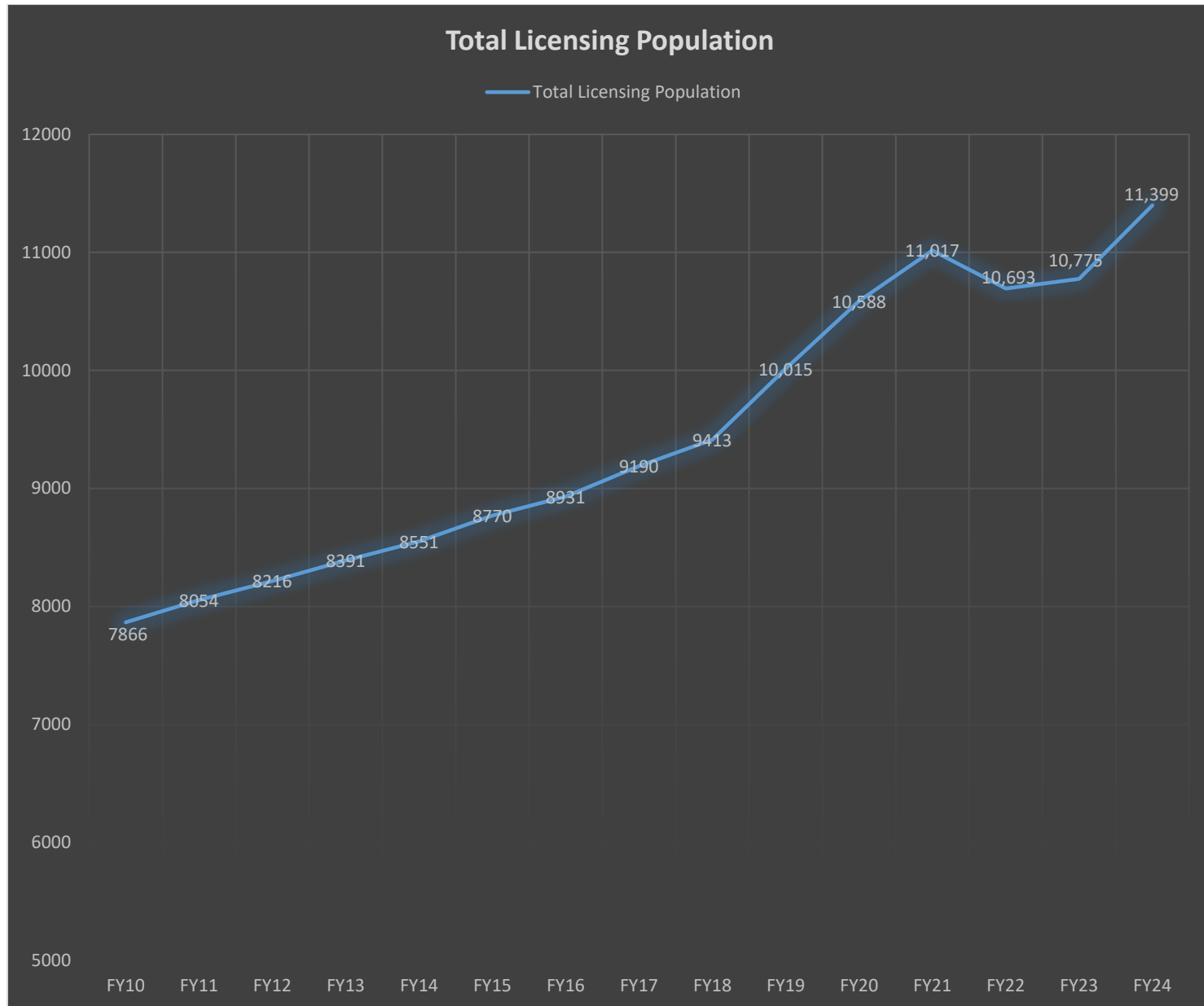
Administrative Assistant III position, AUN01152, grade 17 (Three FTEs)

Annualization:

PS - \$135,000 (\$45,000 per FTE)
ERE - \$54,000 (\$18,000 per FTE)
GL Solutions – \$15,658.23 (\$5,219.41 per FTE)
Laptop - \$3,536.34 (\$1,178.78)
Total - \$208,195

ARIZONA

STATE BOARD OF DENTAL EXAMINERS



Funding Issue Narrative

Agency: Board of Dental Examiners

Issue: 2 FTE- Admin Assistant III Compliance & Licensing

Description of Issue: The Arizona State Board of Dental Examiners (Board) is requesting additional full-time equivalent (FTE) positions and appropriation increase for two Administrative Assistant III positions in the compliance division and one Administrative Assistant III in the licensing division.

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Oral health also effects pregnancy and early childhood development as well. According to the Arizona Oral Health Action Plan 2019-2022, "Pre-term birth rate has been reported to be 11.2% in women without periodontal disease compared to 28.6% in women with moderate to severe disease". The report also states that, "In 2014, there were almost 87,000 live births in Arizona. More than 6,000 of these births were low birthweight babies, and 7 out of 10 were pre-term". The statistical analysis shows the importance and demand of ongoing oral health no matter what age of the population.

The dental community has gradually increased and the need to provide oral health services to the state's growing population is crucial. The unfortunate piece is with the increase number of licenses comes an increase number of complaints filed by citizens that need to be investigated. This increase has put a strain on the compliance division, and stress among staff on not being able to keep up with the demand.

Proposal: The agency will create and fill two new Administrative Assistant III positions to assist in the compliance division to meet the 180-day adjudication timeframe set by the Auditor General's Office for regulatory boards to use as a benchmark for efficiency. The average number of calendar days from receipt of Arizona State Board of Dental Examiners
P a g e | 3
complaint to resolution of complaint was 258 days in fiscal year 2024. Clearly, this is beyond the 180-day goal. The agency continues to see a significant number of complaints each year with the increase in the dental population. The Board has five contract dental investigators and currently three full time staff to facilitate the cases. The Board needs two additional FTEs to help collect case materials and distribute cases to the five dental investigators and manage and facilitate the complaint process. If the request were granted, then the Board would have an equal amount of staff and investigators to work through the massive caseload.

Licensing

The agency will create and fill a new Administrative Assistant III position to assist in the renewal application process of all licensees, auditing of continuing education hours and other tasks related to licensing as aforementioned. This will help the dependence on overtime hours for the agency, which is not a realistic approach in keeping up with work or retaining already overworked employees.

Funding Issue Narrative

Agency: Board of Dental Examiners

Issue: 2 FTE- Admin Assistant III Compliance & Licensing

Alternatives Considered:

Licensing

If an additional FTE is not hired, then the Board will not be able to timely process renewal applications with the addition of renewals being submitted on a monthly basis, especially with the addition of the new mid-level dental profession – dental therapy. Staff continues to have specific months when they are behind on renewals, given the roughly 42% increase in licensing. The only way to stay within the allowable timeframe to process renewal applications is when overtime is made available to board staff. However, the Board can no longer offer overtime hours to staff when there is an influx of renewal applications, and especially because of the recent \$2M budget transfer that occurred in the 2024 legislature. Overtime has been the Board's answer during busy renewal months throughout the year; however, this is not a sustainable solution. And, although the Board is very diligent about reducing fees based on its fund balance – which they voted in favor of – not meeting the renewal or licensing timelines requires a refund of fees collected for both processes. As a recent 85/15 agency (formerly 90/10), this would mean that the general fund would also lose revenues. It is imperative to have a permanent employee who is trained and understands state statutes and rules regarding the renewal and auditing process. The licensees depend on the Board to

Arizona State Board of Dental Examiners

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navigate this important task in order for them to maintain their licenses. Lastly, audits of continuing education hours will not be completed due to this demand.

Impact of Not Funding This Year:

Compliance

If the agency does not receive the additional FTE positions and appropriation increase, then the Board will continue to struggle with opening complaints and investigating them in a timely manner. The number one goal of a health board is to protect the health, safety and welfare of the citizens of Arizona, which was also memorialized in Governor Ducey's Executive Order 2017-03, Internal Review of Training Requirements, Continuing Education, Fees, and Processes, which reads in part, "WHEREAS, regulatory Boards serve one purpose and one purpose only – to protect the public from harm". To that end, and without an appropriation increase, complaints may not be adjudicated timely. At some point, the citizens of Arizona, especially those who file complaints with the Board, should know where the blame lies when their complaints are not handled timely, especially when the Board continues to request to add FTEs to manage its compliance and licensing processes.

Statutory Reference:

A.R.S. § 32-1201 et al and A.A.C. R4-11-101 et al
A.R.S. §§ 32-1236, 32-1276.02, 32-1287 & 32-1297.06

Equipment to be Purchased (if applicable):

Classification of New Positions:

Administrative Assistant III position, AUN01152, grade 17 (Three FTEs)

Annualization(s):

PS - \$135,000 (\$45,000 per FTE)
ERE - \$54,000 (\$18,000 per FTE)
GL Solutions – \$15,658.23 (\$5,219.41 per FTE)
Laptop - \$3,536.34 (\$1,178.78)
Total - \$208,195

Alignment with Agency's Strategic Plan or Statutory Responsibilities:

Impact on Historically Underserved, Marginalized, or Adversely Affected Groups:

This request will have no impact on underserved, marginalized or adversely affected groups

How has feedback been incorporated from groups directly impacted by proposal?:

Groups have not provided feedback regarding the full-time equivalent and salary increase proposal



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Salary Increase

Summary:

The Arizona State Board of Dental Examiners (Board) is requesting a five percent increase for each employee with the Board. The Board needs to keep up with inflation that continues to affect Arizona and the rest of the country. The increase would significantly benefit Board staff and help with morale due to the ongoing increase in the cost of living. The Board is respectfully requesting an ongoing increase in appropriation of \$41,960 to increase staff salaries and \$16,993 for staff EREs.

Description of the issue and how recommending the agency’s request furthers the agency’s mandates:

According to the [United Census Bureau - Income in the United States: 2022](#), the median earnings and percent change by work status and sex for people 15 years and older with earnings as of March of the following year for men was \$62,350 and for women was \$52,360. The Board currently have employees earning far below the median earnings for men and women. The Board needs to stay competitive not only with other state agencies but with municipalities as well.

The Board is very concerned that staff is currently looking for other employment, because of the lack of financial resources and the workload that they see on a daily basis. All Board staff – thirteen employees – completed a survey regarding compensation and their workload that they come across daily. The results of the survey are discouraging.

According to the compensation survey, 30.8% are very dissatisfied with their current pay and 23.1% are somewhat dissatisfied with their current pay. The compensation survey showed 76.9% of Board staff felt that a pay increase would motivate them to stay with the Board. The survey showed 38.5% of employees are hopeful that the Board will adjust their compensation and 15% answered that they are searching for other employment. Additionally, when asked if they could comfortably complete all their work within their regular work hours, 76.9% responded with “no” and that they work overtime in order to complete their work. This is a significant number that affects staff morale and their ability to work with the public. Board staff, by 53.8%, stated that they have a heavy workload and more staff needs to be hired to meet deadlines and 84.6% believe that hiring additional staff would be beneficial to them or the Board. The only good news to this matter, staff is willing to stay with the Board, if they receive a pay increase and the Board receives more staff.

Proposal:

The Board is requesting a five percent increase to the appropriation for salary increases for all Board employees.

Alternatives considered and reason for rejection and impact of not funding:

If the Board does not receive the five percent salary increase for staff, then it is likely that we will lose people who hold the knowledge that would require countless hours to train new staff who will be in this same scenario if more staff is not added. This will have a ripple down effect on the administrative side of the compliance process and the issuance of licenses. The Board has been “behind the eight ball” since current leadership started with the agency back in 2019. The Board wants an excellent, productive workforce ready to handle complaints and issue licenses. There is a population increase in Arizona and a demand for oral health services; therefore, there is no slowing down. A booming population increase is a great problem for the state. However, the Board needs a healthy workforce to help navigate through complaints and issue licenses in order to meet the Board’s mission and its demands.

Impact of not funding this fiscal year:

We will start to lose employees causing further pressure to other employees to fill the void until new staff is hired and trained. It will be a vicious cycle Board staff will need to endure until they find another job or retire.

Funding Issue Narrative

Agency: Board of Dental Examiners

Issue: 2 FTE- Admin Assistant III Compliance & Licensing

Description of how this furthers the Governor's priorities:

Issue: 3 Salary Increase

Description of Issue: According to the United Census Bureau - Income in the United States: 2022, the median earnings and percent change by work status and sex for people 15 years and older with earnings as of March of the following year for men was \$62,350 and for women was \$52,360. The Board currently have employees earning far below the median earnings for men and women. The Board needs to stay competitive not only with other state agencies but with municipalities as well.

The Board is very concerned that staff is currently looking for other employment, because of the lack of financial resources and the workload that they see on a daily basis. All Board staff – thirteen employees – completed a survey regarding compensation and their workload that they come across daily. The results of the survey are discouraging.

According to the compensation survey, 30.8% are very dissatisfied with their current pay and 23.1% are somewhat dissatisfied with their current pay. The compensation survey showed 76.9% of Board staff felt that a pay increase would motivate them to stay with the Board. The survey showed 38.5% of employees are hopeful that the Board will adjust their compensation and 15% answered that they are searching for other employment. Additionally, when asked if they could comfortably complete all their work within their regular work hours, 76.9% responded with “no” and that they work overtime in order to complete their work. This is a significant number that affects staff morale and their ability to work with the public. Board staff, by 53.8%, stated that they have a heavy workload and more staff needs to be hired to meet deadlines and 84.6% believe that hiring additional staff would be beneficial to them or the Board. The only good news to this

Proposal: The Board is requesting a five percent increase to the appropriation for salary increases for all Board employees.

Alternatives Considered: If the Board does not receive the five percent salary increase for staff, then it is likely that we will lose people who hold the knowledge that would require countless hours to train new staff who will be in this same scenario if more staff is not added. This will have a ripple down effect on the administrative side of the compliance process and the issuance of licenses. The Board has been “behind the eight ball” since current leadership started with the agency back in 2019. The Board wants an excellent, productive workforce ready to handle complaints and issue licenses. There is a population increase in Arizona and a demand for oral health services; therefore, there is no slowing down. A booming population increase is a great problem for the state. However, the Board needs a healthy workforce to help navigate through complaints and issue licenses in order to meet the Board’s mission and its demands.

Impact of Not Funding This Year: We will start to lose employees causing further pressure to other employees to fill the void until new staff is hired and trained. It will be a vicious cycle Board staff will need to endure until they find another job or retire.

Statutory Reference:

Equipment to be Purchased (if applicable):

Classification of New Positions:

Annualization(s):

Alignment with Agency's Strategic Plan or Statutory Responsibilities:

Impact on Historically Underserved, Marginalized, or Adversely Affected Groups: This request will have no impact on underserved, marginalized or adversely affected groups.



Arizona State Board of Dental Examiners

“Caring for the Public’s Dental
Health and Professional Standards”

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Office Space

Summary:

The Arizona State Board of Dental Examiners (Board) is requesting an appropriation increase for additional office space at 1740 W. Adams Street Suite 2470, Phoenix, Arizona 85007. The Board would like to rent another state health board’s vacant office space in order for the Deputy Director to have a permanent place to work and meet with employees.

Description of the issue and how recommending the agency’s request furthers the agency’s mandates:

The Board would like office space for the Deputy Director. The Deputy Director gave up her office to allow a new staff member a designated area to work. The Arizona Nursing Care Institution Administrators and Assisted Living Facility Managers (NCIA) would like to downsize and offered an available space. The Arizona Department of Administration – General Services Division provided a rough estimate of the space, which is approximately \$5,000 annually. The space will allow the Deputy Director to make confidential phone calls and discuss sensitive case and licensing information. Currently, there is no additional space for the Deputy Director. The Deputy Director uses random available areas to meet with staff and work in the office.

Proposal:

The Board is requesting an increase to its appropriation to pay for the additional office space.

Alternative considered and reason for rejection and impact of not funding:

The Deputy Director needs a space to meet with staff, instead of floating from available desk-to-desk when people are not in the office. Most importantly, there is no private area for the Deputy Director to discuss human resource situations, complaint and licensing files, which contains sensitive and confidential information. A space dedicated for the Deputy Director to collaborate and work with staff is ideal.

Impact of not funding this fiscal year:

The Deputy Director will continue to look for empty office space to conduct meetings and complete work. Finding space is challenging when the entire staff is at the office, which is twice per week at a minimum. Having a designated office space for the Deputy Director is ideal.

Funding Issue Narrative

Agency: Board of Dental Examiners

Issue: 3 Salary Increase

How has feedback been incorporated from groups directly impacted by proposal?:

Groups have not provided feedback regarding the salary increase proposal.

Description of how this furthers the Governor's priorities:

Issue: 4 Additional Office Space

Description of Issue:

The Board would like office space for the Deputy Director. The Deputy Director gave up her office to allow a new staff member a designated area to work. The Arizona Nursing Care Institution Administrators and Assisted Living Facility Managers (NCIA) would like to downsize and offered an available space. The Arizona Department of Administration – General Services Division provided a rough estimate of the space, which is approximately \$5,000 annually. The space will allow the Deputy Director to make confidential phone calls and discuss sensitive case and licensing information. Currently, there is no additional space for the Deputy

Proposal:

The Board is requesting an increase to its appropriation to pay for the additional office space.

Alternatives Considered:

The Deputy Director needs a space to meet with staff, instead of floating from available desk-to-desk when people are not in the office. Most importantly, there is no private area for the Deputy Director to discuss human resource situations, complaint and licensing files, which contains sensitive and confidential information. A space dedicated for the Deputy Director to collaborate and work with staff is ideal.

Impact of Not Funding This Year:

The Deputy Director will continue to look for empty office space to conduct meetings and complete work. Finding space is challenging when the entire staff is at the office, which is twice per week at a minimum. Having a designated office space for the Deputy Director is ideal.

Statutory Reference:

Equipment to be Purchased (if applicable):

Classification of New Positions:

Annualization(s):

Alignment with Agency's Strategic Plan or Statutory Responsibilities:

Impact on Historically Underserved, Marginalized, or Adversely Affected Groups:

This request will have no impact on underserved, marginalized or adversely affected groups.

How has feedback been incorporated from groups directly impacted by proposal?:

Groups have not provided feedback regarding the office space proposal.

Description of how this furthers the Governor's priorities:

Issue: 5 Annual Leave Payout



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Annual Leave Payout

Summary:

The agency has one FTE scheduled to retire in FY26.

Description of the issue and how recommending the agency’s request furthers the agency’s mandates:

Based on the employee’s current level of leave, the agency will payout approximately \$12,622.92 in annual leave and \$27,215.80 in sick leave.

Annualization:

One-time funding:

PS \$12,622.92

Sick Leave \$27,215.80

Total \$39,838.72

Funding Issue Narrative

Agency: Board of Dental Examiners

Issue: 5 Annual Leave Payout

Description of Issue: The agency has one FTE scheduled to retire in FY26.

Proposal: Based on the employee's current level of leave, the agency will payout approximately \$12,622.92 in annual leave and \$27,215.80 in sick leave.

Alternatives Considered: No alternatives considered.

Impact of Not Funding This Year: The employee will not be able to retire with leave being paid out.

Statutory Reference:

Equipment to be Purchased (if applicable):

Classification of New Positions:

Annualization(s): One-time funding:
PS \$12,622.92
Sick Leave \$27,215.80
Total \$39,838.72

Alignment with Agency's Strategic Plan or Statutory Responsibilities:

Impact on Historically Underserved, Marginalized, or Adversely Affected Groups: This request will have no impact on underserved, marginalized or adversely affected groups.

How has feedback been incorporated from groups directly impacted by proposal?: Groups have not provided feedback regarding the annual leave payout proposal.

Description of how this furthers the Governor's priorities: The Board is not requesting resources from the General Fund.

Summary of Expenditure and Budget Request for All Funds

Agency: Board of Dental Examiners

Appropriated Funds		FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Program:					
DXA-1-0	Licensing and Regulation	1,881.9	2,129.8	394.6	2,524.4
Appropriated Funds Total:		1,881.9	2,129.8	394.6	2,524.4
Expenditure Categories					
	FTE	13.0	13.0	3.0	16.0
	Personal Services	839.2	908.1	189.6	1,097.7
	Employee Related Expenditures	339.9	369.0	115.7	484.7
	Subtotal Personal Services and ERE	1,179.1	1,277.1	305.3	1,582.4
	Professional & Outside Services	448.4	512.4	-	512.4
	Travel In-State	2.6	3.2	-	3.2
	Travel Out-Of-State	5.4	5.5	-	5.5
	Other Operating Expenditures	199.8	255.5	5.0	260.5
	Capital Equipment	12.8	76.1	-	76.1
	Non-Capital Equipment	31.7	-	84.3	84.3
	Transfers-Out	2.1	-	-	-
Expenditure Categories Total:		1,881.9	2,129.8	394.6	2,524.4
Board of Dental Examiners Total for All Funds:		1,881.9	2,129.8	394.6	2,524.4
Appropriated and Non-Appropriated		FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2025 Funding Issue	FY 2026 Total Request
DXA-1-0	Licensing and Regulation	1,881.9	2,129.8	394.6	2,524.4
Board of Dental Examiners Total for All Funds:		1,881.9	2,129.8	394.6	2,524.4

Summary of Expenditure and Budget Request for Selected Funds

Agency:	Board of Dental Examiners
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Fund:	DX2020 Dental Board Fund (Appropriated)
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	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Program:				
DXA-1-0 Licensing and Regulation	1,881.9	2,129.8	394.6	2,524.4
Dental Board Fund (Appropriated) Summary Total:	1,881.9	2,129.8	394.6	2,524.4
Expenditure Categories				
FTE	13.0	13.0	3.0	16.0
Personal Services	839.2	908.1	189.6	1,097.7
Employee Related Expenditures	339.9	369.0	115.7	484.7
Subtotal Personal Services and ERE	1,179.1	1,277.1	305.3	1,582.4
Professional & Outside Services	448.4	512.4	-	512.4
Travel In-State	2.6	3.2	-	3.2
Travel Out-Of-State	5.4	5.5	-	5.5
Other Operating Expenditures	199.8	255.5	5.0	260.5
Capital Equipment	12.8	76.1	-	76.1
Non-Capital Equipment	31.7	-	84.3	84.3
Transfers-Out	2.1	-	-	-
Expenditure Categories Total:	1,881.9	2,129.8	394.6	2,524.4

Program Budget Unit Summary of Expenditure and Budget Request for All Funds

Agency: Board of Dental Examiners

	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Program: DXA-1-0 Licensing and Regulation				

Expenditure Categories

FTE	13.0	13.0	3.0	16.0
Personal Services	839.2	908.1	189.6	1,097.7
Employee Related Expenditures	339.9	369.0	115.7	484.7
Subtotal Personal Services and ERE	1,179.1	1,277.1	305.3	1,582.4
Professional & Outside Services	448.4	512.4	-	512.4
Travel In-State	2.6	3.2	-	3.2
Travel Out-Of-State	5.4	5.5	-	5.5
Other Operating Expenditures	199.8	255.5	5.0	260.5
Capital Equipment	12.8	76.1	-	76.1
Non-Capital Equipment	31.7	-	84.3	84.3
Transfers-Out	2.1	-	-	-
Expenditure Categories Total:	1,881.9	2,129.8	394.6	2,524.4

Fund Source

Appropriated Funds				
Dental Board Fund (Appropriated)	1,881.9	2,129.8	394.6	2,524.4
Appropriated Funds Total:	1,881.9	2,129.8	394.6	2,524.4
Licensing and Regulation Total:	1,881.9	2,129.8	394.6	2,524.4

Sub Program: DXA-1-1 Licensing and Regulation

Expenditure Categories

FTE	13.0	13.0	3.0	16.0
Personal Services	839.2	908.1	189.6	1,097.7
Employee Related Expenditures	339.9	369.0	115.7	484.7
Subtotal Personal Services and ERE	1,179.1	1,277.1	305.3	1,582.4
Professional & Outside Services	448.4	512.4	-	512.4
Travel In-State	2.6	3.2	-	3.2
Travel Out-Of-State	5.4	5.5	-	5.5
Other Operating Expenditures	199.8	255.5	5.0	260.5
Capital Equipment	12.8	76.1	-	76.1

Program Budget Unit Summary of Expenditure and Budget Request for All Funds

Agency:	Board of Dental Examiners
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	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Program: DXA-1-0 Licensing and Regulation				
Sub Program: DXA-1-1 Licensing and Regulation				
Non-Capital Equipment	31.7	-	84.3	84.3
Transfers-Out	2.1	-	-	-
Expenditure Categories Total:	1,881.9	2,129.8	394.6	2,524.4
Fund Source				
Appropriated Funds				
Dental Board Fund (Appropriated)	1,881.9	2,129.8	394.6	2,524.4
Appropriated Funds Total:	1,881.9	2,129.8	394.6	2,524.4
Licensing and Regulation Total:	1,881.9	2,129.8	394.6	2,524.4

Program Budget Unit Summary of Expenditure and Budget Request for Selected Funds

Agency: Board of Dental Examiners

	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
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Program: DXA-1-0 Licensing and Regulation

Fund: DX2020 Dental Board Fund

Appropriated

Personal Services	839.2	908.1	189.6	1,097.7
Employee Related Expenditures	339.9	369.0	115.7	484.7
Subtotal Personal Services and ERE	1,179.1	1,277.1	305.3	1,582.4
Professional & Outside Services	448.4	512.4	-	512.4
Travel In-State	2.6	3.2	-	3.2
Travel Out-Of-State	5.4	5.5	-	5.5
Other Operating Expenditures	199.8	255.5	5.0	260.5
Capital Equipment	12.8	76.1	-	76.1
Non-Capital Equipment	31.7	-	84.3	84.3
Transfers-Out	2.1	-	-	-
Expenditure Categories Total:	1,881.9	2,129.8	394.6	2,524.4
Dental Board Fund Total:	1,881.9	2,129.8	394.6	2,524.4
Program Total for Select Funds:	1,881.9	2,129.8	394.6	2,524.4

Sub Program: DXA-1-1 Licensing and Regulation

Fund: DX2020 Dental Board Fund

Appropriated

Personal Services	839.2	908.1	189.6	1,097.7
Employee Related Expenditures	339.9	369.0	115.7	484.7
Subtotal Personal Services and ERE	1,179.1	1,277.1	305.3	1,582.4
Professional & Outside Services	448.4	512.4	-	512.4
Travel In-State	2.6	3.2	-	3.2
Travel Out-Of-State	5.4	5.5	-	5.5
Other Operating Expenditures	199.8	255.5	5.0	260.5
Capital Equipment	12.8	76.1	-	76.1
Non-Capital Equipment	31.7	-	84.3	84.3
Transfers-Out	2.1	-	-	-

Program Budget Unit Summary of Expenditure and Budget Request for Selected Funds

Agency:	Board of Dental Examiners
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	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Program: DXA-1-0 Licensing and Regulation				
Sub Program: DXA-1-1 Licensing and Regulation				
Fund: DX2020 Dental Board Fund				
Expenditure Categories Total:	1,881.9	2,129.8	394.6	2,524.4
Dental Board Fund Total:	1,881.9	2,129.8	394.6	2,524.4
Sub Program Total for Select Funds:	1,881.9	2,129.8	394.6	2,524.4

Program Summary of Expenditure and Budget Request

Agency: Board of Dental Examiners

Program: Licensing and Regulation

Program Summary		FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
DXA-1-1	Licensing and Regulation	1,881.9	2,129.8	394.6	2,524.4
Licensing and Regulation Summary Total:		1,881.9	2,129.8	394.6	2,524.4

Expenditure Categories		FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
FTE	FTE	13.0	13.0	3.0	16.0
6000	Personal Services	839.2	908.1	189.6	1,097.7
6100	Employee Related Expenditures	339.9	369.0	115.7	484.7
Subtotal Personal Services and ERE		1,179.1	1,277.1	305.3	1,582.4
6200	Professional & Outside Services	448.4	512.4	-	512.4
6500	Travel In-State	2.6	3.2	-	3.2
6600	Travel Out-Of-State	5.4	5.5	-	5.5
7000	Other Operating Expenditures	199.8	255.5	5.0	260.5
8400	Capital Equipment	12.8	76.1	-	76.1
8500	Non-Capital Equipment	31.7	-	84.3	84.3
9100	Transfers-Out	2.1	-	-	-
Expenditure Categories Total:		1,881.9	2,129.8	394.6	2,524.4

Fund Source		FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Appropriated Funds					
DX2020	Dental Board Fund (Appropriated)	1,881.9	2,129.8	394.6	2,524.4
Appropriated Funds Total:		1,881.9	2,129.8	394.6	2,524.4
Licensing and Regulation Summary Total:		1,881.9	2,129.8	394.6	2,524.4

Program Summary of Expenditure and Budget Request for Selected Funds

Agency: Board of Dental Examiners

Program: Licensing and Regulation

Fund: DX2020 Dental Board Fund (Appropriated)

Program Expenditures		FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
DXA-1-1	Licensing and Regulation	1,881.9	2,129.8	394.6	2,524.4
	Dental Board Fund (Appropriated) Summary Total:	1,881.9	2,129.8	394.6	2,524.4
Appropriated Funding					
6000	Personal Services	839.2	908.1	189.6	1,097.7
6100	Employee Related Expenditures	339.9	369.0	115.7	484.7
	Subtotal Personal Services and ERE	1,179.1	1,277.1	305.3	1,582.4
6200	Professional & Outside Services	448.4	512.4	-	512.4
6500	Travel In-State	2.6	3.2	-	3.2
6600	Travel Out-Of-State	5.4	5.5	-	5.5
7000	Other Operating Expenditures	199.8	255.5	5.0	260.5
8400	Capital Equipment	12.8	76.1	-	76.1
8500	Non-Capital Equipment	31.7	-	84.3	84.3
9100	Transfers-Out	2.1	-	-	-
	Expenditure Categories Total:	1,881.9	2,129.8	394.6	2,524.4
	Fund DX2020 - A Total:	1,881.9	2,129.8	394.6	2,524.4
	Licensing and Regulation Total:	1,881.9	2,129.8	394.6	2,524.4

Program Expenditure Schedule

Agency: Board of Dental Examiners

	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Program: DXA-1-0 Licensing and Regulation				
FTE				
FTE	13.0	13.0	3.0	16.0
Expenditure Category Total:	-	-	-	-
Fund Source				
Appropriated Funds				
DX2020 Dental Board Fund (Appropriated)	13.0	13.0	3.0	16.0
Appropriated Funds Total:	13.0	13.0	3.0	16.0
Fund Source Total:	13.0	13.0	3.0	16.0
Personal Services				
Personal Services	839.2	908.1	189.6	1,097.7
Board & Commission Members Compensation	-	-	-	-
Expenditure Category Total:	839.2	908.1	189.6	1,097.7
Fund Source				
Appropriated Funds				
DX2020 Dental Board Fund (Appropriated)	839.2	908.1	189.6	1,097.7
Appropriated Funds Total:	839.2	908.1	189.6	1,097.7
Fund Source Total:	839.2	908.1	189.6	1,097.7
Employee Related Expenditures				
Employee Related Expenses	-	369.0	115.7	484.7
FICA Taxes	61.5	-	-	-
Medical Insurance	159.7	-	-	-
Basic Life	0.1	-	-	-
Long-Term Disability (ASRS)	1.2	-	-	-
Dental Insurance	1.3	-	-	-
Workers' Compensation	5.8	-	-	-
Arizona State Retirement System	94.7	-	-	-
Personnel Board Pro-Rata Charges	7.2	-	-	-
Information Technology Pro Rata Charge	5.1	-	-	-
Accumulated Sick Leave Fund Charge	3.2	-	-	-
Expenditure Category Total:	339.9	369.0	115.7	484.7

Program Expenditure Schedule

Agency: Board of Dental Examiners

	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Program: DXA-1-0 Licensing and Regulation				
Fund Source				
Appropriated Funds				
DX2020 Dental Board Fund (Appropriated)	339.9	369.0	115.7	484.7
Appropriated Funds Total:	339.9	369.0	115.7	484.7
Fund Source Total:	339.9	369.0	115.7	484.7

Professional & Outside Services				
Professional and Outside Services	-	512.4	-	512.4
Attorney General Legal Services	138.3	-	-	-
External Legal Services	5.5	-	-	-
Vendor Travel – Tax Reportable	0.3	-	-	-
Other Professional & Outside Services	304.4	-	-	-
Expenditure Category Total:	448.4	512.4	-	512.4

Fund Source				
Appropriated Funds				
DX2020 Dental Board Fund (Appropriated)	448.4	512.4	-	512.4
Appropriated Funds Total:	448.4	512.4	-	512.4
Fund Source Total:	448.4	512.4	-	512.4

Travel In-State				
Travel In-State	-	3.2	-	3.2
Mileage - Private Vehicle	1.2	-	-	-
Lodging	1.0	-	-	-
Meals with Overnight Stay	0.2	-	-	-
Other Miscellaneous In- State Travel	0.1	-	-	-
Expenditure Category Total:	2.6	3.2	-	3.2

Fund Source				
Appropriated Funds				
DX2020 Dental Board Fund (Appropriated)	2.6	3.2	-	3.2
Appropriated Funds Total:	2.6	3.2	-	3.2
Fund Source Total:	2.6	3.2	-	3.2

Travel Out-Of-State

Program Expenditure Schedule

Agency:	Board of Dental Examiners
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	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Program: DXA-1-0 Licensing and Regulation				
Travel Out of State	-	5.5	-	5.5
Airfare and Other Common Carrier Charges	1.2	-	-	-
Lodging Out-of-State	3.1	-	-	-
Meals with Overnight Stay	0.8	-	-	-
Other Miscellaneous Out-of- State Travel	0.3	-	-	-
Expenditure Category Total:	5.4	5.5	-	5.5

Fund Source

Appropriated Funds

DX2020	Dental Board Fund (Appropriated)	5.4	5.5	-	5.5
Appropriated Funds Total:		5.4	5.5	-	5.5
Fund Source Total:		5.4	5.5	-	5.5

Other Operating Expenditures

Other Operating Expenses	-	255.5	5.0	260.5
Risk Management Charges to State Agencies	3.2	-	-	-
Internal Service Computer Processing, Hosting, Maintenance and Support Costs	7.2	-	-	-
External Programming and System Development Costs	6.1	-	-	-
Charges Imposed Related to AFIS.	5.3	-	-	-
External Telecommunications Charges	14.5	-	-	-
Building Rent Charges to State Agencies	56.1	-	-	-
Miscellaneous Rent	3.9	-	-	-
Internal Accounting, Budgeting & Financial Services	36.7	-	-	-
Repair & Maintenance - Other Equipment	0.5	-	-	-
Office Supplies	9.6	-	-	-
Conference Registration / Attendance Fees	5.0	-	-	-
Internal Printing	0.5	-	-	-
External Printing	13.0	-	-	-
Postage & Delivery	13.6	-	-	-
Document Shredding and Destruction Services	0.8	-	-	-
Awards	7.9	-	-	-

Program Expenditure Schedule

Agency: Board of Dental Examiners

	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Program: DXA-1-0 Licensing and Regulation				
Dues	4.0	-	-	-
Books, Subscriptions & Publications	7.1	-	-	-
Costs for Digital Imaging or Producing Microfilm & Microfiche	4.6	-	-	-
Other Miscellaneous Operating	0.0	-	-	-
Expenditure Category Total:	199.8	255.5	5.0	260.5

Fund Source

Appropriated Funds

DX2020	Dental Board Fund (Appropriated)	199.8	255.5	5.0	260.5
Appropriated Funds Total:		199.8	255.5	5.0	260.5
Fund Source Total:		199.8	255.5	5.0	260.5

Capital Equipment

Capital Equipment	-	76.1	-	76.1
Purchased or licensed software / website	12.8	-	-	-
Expenditure Category Total:	12.8	76.1	-	76.1

Fund Source

Appropriated Funds

DX2020	Dental Board Fund (Appropriated)	12.8	76.1	-	76.1
Appropriated Funds Total:		12.8	76.1	-	76.1
Fund Source Total:		12.8	76.1	-	76.1

Non-Capital Equipment

Non-Capital Resources	-	-	84.3	84.3
Furniture - Non-Capital Purchase	3.8	-	-	-
Computer Equipment – Non- Capitalized Purchases	11.0	-	-	-
Other Equipment - Non- Capital Purchase	6.9	-	-	-
Purchased or licensed software / website	10.1	-	-	-
Expenditure Category Total:	31.7	-	84.3	84.3

Fund Source

Appropriated Funds

DX2020	Dental Board Fund (Appropriated)	31.7	-	84.3	84.3
Appropriated Funds Total:		31.7	-	84.3	84.3

Program Expenditure Schedule

Agency: Board of Dental Examiners

	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Program: DXA-1-0 Licensing and Regulation				
Fund Source Total:	31.7	-	84.3	84.3

Transfers-Out

Transfers Out – Not Subject to Cost Allocation	2.1	-	-	-
Expenditure Category Total:	2.1	-	-	-

Fund Source

Appropriated Funds

DX2020 Dental Board Fund (Appropriated)	2.1	-	-	-
Appropriated Funds Total:	2.1	-	-	-
Fund Source Total:	2.1	-	-	-

Employee Retirement Coverage

Retirement System	FTE	Personal Services	Fund#
Arizona State Retirement System	13.0	908.1	DX2020-A

Sub Program: DXA-1-1 Licensing and Regulation

FTE

FTE	13.0	13.0	3.0	16.0
Expenditure Category Total:	-	-	-	-

Fund Source

Appropriated Funds

DX2020 Dental Board Fund (Appropriated)	13.0	13.0	3.0	16.0
Appropriated Funds Total:	13.0	13.0	3.0	16.0
Fund Source Total:	13.0	13.0	3.0	16.0

Program Expenditure Schedule

Agency: Board of Dental Examiners

	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Program: DXA-1-0 Licensing and Regulation				

Sub Program: DXA-1-1 Licensing and Regulation

Personal Services

Personal Services	839.2	908.1	189.6	1,097.7
Board & Commission Members Compensation	-	-	-	-
Expenditure Category Total:	839.2	908.1	189.6	1,097.7

Fund Source

Appropriated Funds

DX2020 Dental Board Fund (Appropriated)	839.2	908.1	189.6	1,097.7
Appropriated Funds Total:	839.2	908.1	189.6	1,097.7
Fund Source Total:	839.2	908.1	189.6	1,097.7

Employee Related Expenditures

Employee Related Expenses	-	369.0	115.7	484.7
FICA Taxes	61.5	-	-	-
Medical Insurance	159.7	-	-	-
Basic Life	0.1	-	-	-
Long-Term Disability (ASRS)	1.2	-	-	-
Dental Insurance	1.3	-	-	-
Workers' Compensation	5.8	-	-	-
Arizona State Retirement System	94.7	-	-	-
Personnel Board Pro-Rata Charges	7.2	-	-	-
Information Technology Pro Rata Charge	5.1	-	-	-
Accumulated Sick Leave Fund Charge	3.2	-	-	-
Expenditure Category Total:	339.9	369.0	115.7	484.7

Fund Source

Appropriated Funds

DX2020 Dental Board Fund (Appropriated)	339.9	369.0	115.7	484.7
Appropriated Funds Total:	339.9	369.0	115.7	484.7
Fund Source Total:	339.9	369.0	115.7	484.7

Program Expenditure Schedule

Agency: Board of Dental Examiners

	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Program: DXA-1-0 Licensing and Regulation				

Sub Program: DXA-1-1 Licensing and Regulation

Professional & Outside Services

Professional and Outside Services	-	512.4	-	512.4
Attorney General Legal Services	138.3	-	-	-
External Legal Services	5.5	-	-	-
Vendor Travel – Tax Reportable	0.3	-	-	-
Other Professional & Outside Services	304.4	-	-	-
Expenditure Category Total:	448.4	512.4	-	512.4

Fund Source

Appropriated Funds

DX2020 Dental Board Fund (Appropriated)	448.4	512.4	-	512.4
Appropriated Funds Total:	448.4	512.4	-	512.4
Fund Source Total:	448.4	512.4	-	512.4

Travel In-State

Travel In-State	-	3.2	-	3.2
Mileage - Private Vehicle	1.2	-	-	-
Lodging	1.0	-	-	-
Meals with Overnight Stay	0.2	-	-	-
Other Miscellaneous In- State Travel	0.1	-	-	-
Expenditure Category Total:	2.6	3.2	-	3.2

Fund Source

Appropriated Funds

DX2020 Dental Board Fund (Appropriated)	2.6	3.2	-	3.2
Appropriated Funds Total:	2.6	3.2	-	3.2
Fund Source Total:	2.6	3.2	-	3.2

Program Expenditure Schedule

Agency: Board of Dental Examiners

	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Program: DXA-1-0 Licensing and Regulation				

Sub Program: DXA-1-1 Licensing and Regulation

Travel Out-Of-State

Travel Out of State	-	5.5	-	5.5
Airfare and Other Common Carrier Charges	1.2	-	-	-
Lodging Out-of-State	3.1	-	-	-
Meals with Overnight Stay	0.8	-	-	-
Other Miscellaneous Out-of- State Travel	0.3	-	-	-
Expenditure Category Total:	5.4	5.5	-	5.5

Fund Source

Appropriated Funds

DX2020 Dental Board Fund (Appropriated)	5.4	5.5	-	5.5
Appropriated Funds Total:	5.4	5.5	-	5.5
Fund Source Total:	5.4	5.5	-	5.5

Program Expenditure Schedule

Agency: Board of Dental Examiners

	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
Program: DXA-1-0 Licensing and Regulation				

Sub Program: DXA-1-1 Licensing and Regulation

Other Operating Expenditures

Other Operating Expenses	-	255.5	5.0	260.5
Risk Management Charges to State Agencies	3.2	-	-	-
Internal Service Computer Processing, Hosting, Maintenance and Support Costs	7.2	-	-	-
External Programming and System Development Costs	6.1	-	-	-
Charges Imposed Related to AFIS.	5.3	-	-	-
External Telecommunications Charges	14.5	-	-	-
Building Rent Charges to State Agencies	56.1	-	-	-
Miscellaneous Rent	3.9	-	-	-
Internal Accounting, Budgeting & Financial Services	36.7	-	-	-
Repair & Maintenance - Other Equipment	0.5	-	-	-
Office Supplies	9.6	-	-	-
Conference Registration / Attendance Fees	5.0	-	-	-
Internal Printing	0.5	-	-	-
External Printing	13.0	-	-	-
Postage & Delivery	13.6	-	-	-
Document Shredding and Destruction Services	0.8	-	-	-
Awards	7.9	-	-	-
Dues	4.0	-	-	-
Books, Subscriptions & Publications	7.1	-	-	-
Costs for Digital Imaging or Producing Microfilm & Microfiche	4.6	-	-	-
Other Miscellaneous Operating	0.0	-	-	-
Expenditure Category Total:	199.8	255.5	5.0	260.5

Fund Source

Appropriated Funds

DX2020 Dental Board Fund (Appropriated)	199.8	255.5	5.0	260.5
Appropriated Funds Total:	199.8	255.5	5.0	260.5
Fund Source Total:	199.8	255.5	5.0	260.5

Program Expenditure Schedule

Agency: Board of Dental Examiners

	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
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Program: DXA-1-0 Licensing and Regulation

Sub Program: DXA-1-1 Licensing and Regulation

Capital Equipment

Capital Equipment	-	76.1	-	76.1
Purchased or licensed software / website	12.8	-	-	-
Expenditure Category Total:	12.8	76.1	-	76.1

Fund Source

Appropriated Funds

DX2020 Dental Board Fund (Appropriated)	12.8	76.1	-	76.1
Appropriated Funds Total:	12.8	76.1	-	76.1
Fund Source Total:	12.8	76.1	-	76.1

Non-Capital Equipment

Non-Capital Resources	-	-	84.3	84.3
Furniture - Non-Capital Purchase	3.8	-	-	-
Computer Equipment – Non- Capitalized Purchases	11.0	-	-	-
Other Equipment - Non- Capital Purchase	6.9	-	-	-
Purchased or licensed software / website	10.1	-	-	-
Expenditure Category Total:	31.7	-	84.3	84.3

Fund Source

Appropriated Funds

DX2020 Dental Board Fund (Appropriated)	31.7	-	84.3	84.3
Appropriated Funds Total:	31.7	-	84.3	84.3
Fund Source Total:	31.7	-	84.3	84.3

Program Expenditure Schedule

Agency: Board of Dental Examiners

	FY 2024 Actuals	FY 2025 Expenditure Plan	FY 2026 Funding Issue	FY 2026 Total Request
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Program: DXA-1-0 Licensing and Regulation

Sub Program: DXA-1-1 Licensing and Regulation

Transfers-Out

Transfers Out – Not Subject to Cost Allocation	2.1	-	-	-
Expenditure Category Total:	2.1	-	-	-

Fund Source

Appropriated Funds

DX2020 Dental Board Fund (Appropriated)	2.1	-	-	-
Appropriated Funds Total:	2.1	-	-	-
Fund Source Total:	2.1	-	-	-

Employee Retirement Coverage

Retirement System	FTE	Personal Services	Fund#
Arizona State Retirement System	13.0	13.0	DX2020-A

Program Expenditure Schedule

Agency: Board of Dental Examiners

Administrative Costs Summary

FY 2026

Personal Services	63.9
ERE	42.6
Administrative Costs Total:	106.5

Administrative Costs / Total Expenditure Ratio

Request Admin %

FY 2026 2,524.4 4.2%

Agency Summary

Board of Dental Examiners

Ryan Edmonson, Executive Director

Phone: 6025424493

A.R.S. §§ 32-1201 and 32-1299

Mission:

To provide professional, courteous service and information to the dental profession and the general public through the examination, licensure and the complaint adjudication and enforcement processes; to protect the oral health, safety and welfare of Arizona citizens through a fair and impartial system.

Description:

The Board of Dental Examiners examines, licenses, and certifies professionals to practice in the field of dentistry; registers business entities providing dental services; and permits mobile dental facilities. The Board also accepts complaints against licensees, certificate holders, business entities, and mobile dental facilities; investigates allegations; and administratively adjudicates complaints. The Board regulates approximately 11,000 business entities and professionals that are licensed or certified to practice in the State, and serves all Arizona citizens who receive their professional services.

Agency Summary: (\$ Thousands)

Program	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
► Licensing and Regulation	1,881.9	2,129.8	2,524.4
Agency Total:	1,881.9	2,129.8	2,524.4

Funding:

	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
Other Appropriated Funds	1,881.9	2,129.8	2,524.4
Total Funding	1,881.9	2,129.8	2,524.4

FTE Positions	13.0	13.0	16.0
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5 Year Plan

Issue 1 Improve Employee Efficiencies with Technology

Description: Employees are more efficient when they have access to relevant and up-to-date technology. This access to relevant and current technology is also beneficial to the Board's licensees and the public who it serves. The impact of an online, automated renewal application is significant and will allow dentists, dental therapists, dental hygienists and denturists to renew their license online 24 hours a day, seven days a week and will increase licensing time frames and overall efficiency. With the success of online renewals, the Agency sees opportunity for other online functionality with the same result of convenience to the licensees/applicants, decreasing manpower and real time information available to the public. Staying current with technology is important. The Agency is challenged to maintain, upgrade and secure the database to prevent frustration and lack of confidence in the Agency's technology by the public using the online directory of licensees, the licensee using an online function and staff maintaining the data. Using technology to improve employee efficiencies includes the challenge of eliminating the flow of paper through the office.

Solutions:

Strategy 1

The Agency plans to build on the realized efficiencies by developing an online renewal component for business entities, online initial license application submission, and online address changes to include the ability to order and pay for additional licenses.

Strategy 2

The Agency will ensure database enhancements will be ongoing to support the complaint process. Knowing that the Dental Practice Act may be amended during any legislative session, the Agency must be prepared to make database modifications as amendments are passed.

Strategy 3

The database is web-based which requires the Agency to stay current with technology to include hardware, software and internet services. The Agency plans to consult with state IT professionals for their expertise in what hardware, software and internet services are best practices for the Agency to follow. A full-time equivalent Systems Administrator is essential for the Agency to make improvements in technology.

Strategy 4

In FY25, the Agency hopes to have all licensee and compliance files digitized and stored in cloud technology. This will allow staff to work in a paperless environment.

Issue 2 Agency Website Continue Updating Online Forms

Description: The Agency would like to continue to be paperless and more efficient through fillable forms.

Solutions:

Strategy 1

The agency will transition from paper forms to online fillable forms for all required documents by FY2026. This will not require any addition allocation of resources. The agency will use current staff knowledge to build the required forms.

Resource Assumptions

	FY 2027 Estimate	FY 2028 Estimate	FY 2029 Estimate
Full-Time Equivalent Positions	16.0	16.0	16.0
General Fund	-	-	-
Other Appropriated Funds	2,400.0	2,400.0	2,400.0
Non-Appropriated Funds	-	-	-
Federal Funds	-	-	-

◆ **Goal 1** To license and register persons/business entities as licensed dental professionals or registered business entities, who meet the statutory requirements for licensure or registration.

Performance Measures	FY 2023 Actual	FY 2024 Estimate	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
Average calendar days to renew a license (from receipt of application to issuance)	21	60	25	60	60
Average number of calendar days from receipt of complaint to resolution of complaint	165	180	258	180	180
Average number of days to issue a universal recognition license	36	30	29	30	25
Number of licenses and business entities issued:	698	750	772	750	800
Number of licenses renewed:	3,573	3,673	3,573	3,673	3,673
Total number of complaints received annually	458	465	539	465	575

Total number of investigations conducted	458	500	466	500	500
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- ◆ **Goal 2** To process complaints and provide enforcement of statutes and rules to protect the public's health, safety and welfare, which may include the discipline and/or rehabilitation of the Board's licensees and/or business entities.

Performance Measures	FY 2023 Actual	FY 2024 Estimate	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
Number of compliance cases opened	458	465	494	465	550
Number of compliance cases that resulted in discipline	23	30	20	30	20
Number of compliance cases that resulted in non-disciplinary orders of letters of	26	30	89	30	89
Number of revocations / surrenders and suspensions	7	7	5	7	5

- ◆ **Goal 3** To become more efficient with fillable applications / forms and /or online submissions.

Performance Measures	FY 2023 Actual	FY 2024 Estimate	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
Percentage of forms on the Board's website that are fillable and/or submittable.	95	100	95	100	100



Arizona State Board of Dental Examiners

“Caring for the Public’s Dental
Health and Professional Standards”

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Agency 5-Year Plan

Issue 1

Improve employee efficiencies with technology

Description:

Employees are more efficient when they have access to relevant and up-to-date technology. This access to relevant and current technology is also beneficial to the Board’s licensees and the public who it serves. The impact of an online, automated renewal application is significant and will allow dentists, dental therapists, dental hygienists and denturists to renew their license online 24 hours a day, seven days a week and will increase licensing time frames and overall efficiency.

With the success of online renewals, the Agency sees opportunity for other online functionality with the same result of convenience to the licensees/applicants, decreasing manpower and real time information available to the public.

Staying current with technology is important. The Agency is challenged to maintain, upgrade and secure the database to prevent frustration and lack of confidence in the Agency’s technology by the public using the online directory of licensees, the licensee using an online function and staff maintaining the data.

Using technology to improve employee efficiencies includes the challenge of eliminating the flow of paper through the office.

Solutions:

Strategy 1

The Agency plans to build on the realized efficiencies by developing an online renewal component for business entities, online initial license application submission, and online address changes to include the ability to order and pay for additional licenses.

Strategy 2

The Agency will ensure database enhancements will be ongoing to support the complaint process. Knowing that the Dental Practice Act may be amended during any legislative session, the Agency must be prepared to make database modifications as amendments are passed.

Strategy 3

The database is web-based which requires the Agency to stay current with technology to include hardware, software and internet services. The Agency plans to consult with state IT professionals for their expertise in what hardware, software and internet services are best practices for the Agency to follow. A full-time equivalent Systems Administrator is essential for the Agency to make improvements in technology.

Strategy 4

In FY25, the Agency hopes to have all licensee and compliance files digitized and stored in cloud technology. This will allow staff to work in a paperless environment.

Issue 2

Agency website continue updating online forms

Description:

The Agency would like to continue to be paperless and more efficient through fillable forms.

Solutions:

Strategy 1

The agency will transition from paper forms to online fillable forms for all required documents by FY2026. This will not require any addition allocation of resources. The agency will use current staff knowledge to build the required forms.

Agency 5 Year Plan

DXA Board of Dental Examiners

Issue 1 Improve Employee Efficiencies with Technology

Description: Employees are more efficient when they have access to relevant and up-to-date technology. This access to relevant and current technology is also beneficial to the Board's licensees and the public who it serves. The impact of an online, automated renewal application is significant and will allow dentists, dental therapists, dental hygienists and denturists to renew their license online 24 hours a day, seven days a week and will increase licensing time frames and overall efficiency. With the success of online renewals, the Agency sees opportunity for other online functionality with the same result of convenience to the licensees/applicants, decreasing manpower and real time information available to the public. Staying current with technology is important. The Agency is challenged to maintain, upgrade and secure the database to prevent frustration and lack of confidence in the Agency's technology by the public using the online directory of licensees, the licensee using an online function and staff maintaining the data. Using technology to improve employee efficiencies includes the challenge of eliminating the flow of paper through the office.

Solutions:

Strategy 1

The Agency plans to build on the realized efficiencies by developing an online renewal component for business entities, online initial license application submission, and online address changes to include the ability to order and pay for additional licenses.

Strategy 2

The Agency will ensure database enhancements will be ongoing to support the complaint process. Knowing that the Dental Practice Act may be amended during any legislative session, the Agency must be prepared to make database modifications as amendments are passed.

Strategy 3

The database is web-based which requires the Agency to stay current with technology to include hardware, software and internet services. The Agency plans to consult with state IT professionals for their expertise in what hardware, software and internet services are best practices for the Agency to follow. A full-time equivalent Systems Administrator is essential for the Agency to make improvements in technology.

Strategy 4

In FY25, the Agency hopes to have all licensee and compliance files digitized and stored in cloud technology. This will allow staff to work in a paperless environment.

Issue 2 Agency Website Continue Updating Online Forms

Description: The Agency would like to continue to be paperless and more efficient through fillable forms.

Solutions:

Strategy 1

The agency will transition from paper forms to online fillable forms for all required documents by FY2026. This will not require any addition allocation of resources. The agency will use current staff knowledge to build the required forms.

Resource Assumptions

	FY 2027 Estimate	FY 2028 Estimate	FY 2029 Estimate
Full-Time Equivalent Positions	16.0	16.0	16.0
General Fund	-	-	-
Other Appropriated Funds	2,400.0	2,400.0	2,400.0
Non-Appropriated Funds	-	-	-

Agency 5 Year Plan

Federal Funds

- - -



Arizona State Board of Dental Examiners

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August 14, 2024

MISSION:

To provide professional, courteous service and information to the dental profession and the general public through the examination, licensure and the complaint adjudication and enforcement process; to protect the oral health, safety and welfare of Arizona Citizens through a fair and impartial system.

DESCRIPTION:

The Arizona State Board of Dental Examiners (“Board”) is comprised of 11 members who are appointed by the Governor: six dentists, two dental hygienists, two public members and one business entity member. Individuals are appointed to a four-year term and may serve two consecutive terms. Interested parties may apply for appointment with the Governor’s Office of Boards & Commissions. As an “85/15” agency, the Board is funded through the collection of application & licensing fees, of which 85% of those revenues are deposited into the Board’s fund and the remaining 15% are deposited into the State’s general fund for use as determined by the Legislature. The Board examines and licenses individuals who provide dental services. The Board also accepts complaints against licensed and unlicensed individuals, investigates allegations and takes disciplinary actions for violations of law. The Board licenses and regulates approximately 11,399 licensees and business entities practicing in the state and serves all Arizona citizens who receive dental services.

GOAL 1:

To license and register persons/business entities as licensed dental professionals or registered business entities, who meet the statutory requirements for licensure or registration.

OBJECTIVE 1:

FY 2024: To process complaints and provide enforcement of statutes and rules to protect the public’s health, safety and welfare, which may include the discipline and/or rehabilitation of the Board’s licensees and/or business entities.

FY 2025: To process complaints and provide enforcement of statutes and rules to protect the public’s health, safety and welfare, which may include the discipline and/or rehabilitation of the Board’s licensees and/or business entities.

PERFORMANCE MEASURES:

Number of licenses and business entities issued:

FY 2024 772 licenses

FY 2025 Estimate 800

Average number of days to issue a universal recognition license:

FY 2024 Actual 29

FY 2025 Estimate 25

Number of licenses renewed:

FY 2024 Actual 3,573

FY 2025 Estimate 3,673

Average number of days to renew a license (from receipt of application to issuance)

FY 2024 Actual 25

FY 2025 Estimate 60

OBJECTIVE 2:

FY 2024: To continue to conduct timely complaint adjudication.

FY 2025: To continue to conduct timely complaint adjudication.

PERFORMANCE MEASURES:

Average number of calendar days from receipt of complaint to resolution of complaint:

FY 2024 Actual 258

FY 2025 Estimate 180 or less

Total number of investigations conducted:

FY 2024 Actual 466

FY 2025 Estimate 500

Total number of complaints received annually:

FY 2024 Actual 539

FY 2025 Estimate 575

GOAL 2:

To process complaints and provide enforcement of statutes and rules to protect the public's health, safety and welfare, which may include the discipline and/or rehabilitation of the Board's licensees and/or business entities.

OBJECTIVE 1:

FY 2024 To process complaints and provide enforcement of statutes and rules to protect the public's health, safety and welfare, which may include the discipline and/or rehabilitation of the Board's licensees and/or business entities.

FY 2025 To process complaints and provide enforcement of statutes and rules to protect the public's health, safety and welfare, which may include the discipline and/or rehabilitation of the Board's licensees and/or business entities.

PERFORMANCE MEASURES:

Number of revocations / surrenders and suspensions:

FY 2024 Actual 5

FY 2025 Estimate 5

Number of compliance cases opened:

FY 2024 Actual 494

FY 2025 Estimate 550

Number of compliance cases that resulted in discipline:

FY 2024 Actual 20

FY 2025 Estimate 20

Number of compliance cases that resulted in non-disciplinary orders:

FY 2024 Actual 89

FY 2025 Estimate 89

GOAL 3:

To become more efficient with fillable applications / forms and/or online submissions.

OBJECTIVE 1:

FY 2024 Create more efficient online applications and forms for online submissions.

FY 2025 Create more efficient online applications and forms for online submissions.

PERFORMANCE MEASURES:

Percentage of forms on the Board's website that are fillable and/or submittable:

FY 2024 95%

FY 2025 100%

AGENCY SUMMARY

Program: DXA Board of Dental Examiners
Director: Ryan Edmonson, Executive Director
Phone: Board of Dental Examiners 6025424493
Statute: A.R.S. §§ 32-1201 and 32-1299
Plan Contact: Kristina Gomez, Deputy Director
 Board of Dental Examiners 6025402285

Mission:

To provide professional, courteous service and information to the dental profession and the general public through the examination, licensure and the complaint adjudication and enforcement processes; to protect the oral health, safety and welfare of Arizona citizens through a fair and impartial system.

Description:

The Board of Dental Examiners examines, licenses, and certifies professionals to practice in the field of dentistry; registers business entities providing dental services; and permits mobile dental facilities. The Board also accepts complaints against licensees, certificate holders, business entities, and mobile dental facilities; investigates allegations; and administratively adjudicates complaints. The Board regulates approximately 11,000 business entities and professionals that are licensed or certified to practice in the State, and serves all Arizona citizens who receive their professional services.

◆ **Goal 1 To license and register persons/business entities as licensed dental professionals or registered business entities, who meet the statutory requirements for licensure or registration.**

Performance Measures:				FY 2023	FY 2024	FY 2024	FY 2025	FY 2026
ML	Budget	Type		Actual	Estimate	Actual	Estimate	Estimate
<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Average number of days to issue a universal recognition license	36	30	29	30	25
<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Number of licenses and business entities issued:	698	750	772	750	800
<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Number of licenses renewed:	3,573	3,673	3,573	3,673	3,673
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	EF	Average calendar days to renew a license (from receipt of application to issuance)	21	60	25	60	60
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	IP	Total number of complaints received annually	458	465	539	465	575
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	OP	Total number of investigations conducted	458	500	466	500	500
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	QL	Average number of calendar days from receipt of complaint to resolution of complaint	165	180	258	180	180

◆ **Goal 2 To process complaints and provide enforcement of statutes and rules to protect the public's health, safety and welfare, which may include the discipline and/or rehabilitation of the Board's licensees and/or business entities.**

Performance Measures:				FY 2023	FY 2024	FY 2024	FY 2025	FY 2026
ML	Budget	Type		Actual	Estimate	Actual	Estimate	Estimate
<input checked="" type="checkbox"/>	<input type="checkbox"/>	EF	Number of revocations / surrenders and suspensions	7	7	5	7	5
<input checked="" type="checkbox"/>	<input type="checkbox"/>	OC	Number of compliance cases that resulted in discipline	23	30	20	30	20
<input checked="" type="checkbox"/>	<input type="checkbox"/>	OC	Number of compliance cases that resulted in non-disciplinary orders	26	30	89	30	89

AGENCY SUMMARY

Program: DXA Board of Dental Examiners
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Statute: A.R.S. §§ 32-1201 and 32-1299
Plan Contact: Kristina Gomez, Deputy Director
 Board of Dental Examiners 6025402285

◆ **Goal 2 To process complaints and provide enforcement of statutes and rules to protect the public's health, safety and welfare, which may include the discipline and/or rehabilitation of the Board's licensees and/or business entities.**

Performance Measures:			FY 2023	FY 2024	FY 2024	FY 2025	FY 2026
ML	Budget	Type	Actual	Estimate	Actual	Estimate	Estimate
<input checked="" type="checkbox"/>		OP Number of compliance cases opened	458	465	494	465	550

◆ **Goal 3 To become more efficient with fillable applications / forms and /or online submissions.**

Performance Measures:			FY 2023	FY 2024	FY 2024	FY 2025	FY 2026
ML	Budget	Type	Actual	Estimate	Actual	Estimate	Estimate
<input checked="" type="checkbox"/>		EF Percentage of forms on the Board's website that are fillable and/or submittable.	95	100	95	100	100

Budget Related Performance Measures

DXA Board of Dental Examiners

PROGRAM SUMMARY

Program: Board of Dental Examiners (DXA)
Contact: Ryan Edmonson, Executive Director 6025424493
2nd Contact: Kristina Gomez, Deputy Director 6025402285
Statute: A.R.S. §§ 32-1201 and 32-1299

ML	Budget Type	Performance Measures	FY 2023 Actual	FY 2024 Estimate	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
X	X	QL Average number of calendar days from receipt of complaint to resolution of complaint	165	180	258	180	180
X	X	OP Total number of investigations conducted	458	500	466	500	500
X	X	IP Total number of complaints received annually	458	465	539	465	575
X	X	EF Average calendar days to renew a license (from receipt of application to issuance)	21	60	25	60	60