



---

*TPAPN offers life renewing opportunities to nurses for recovery from substance use & certain psychiatric disorders, thus promoting professional accountability, protecting the public, and returning nurses to safe practice.*

**Texas Peer Assistance Program for Nurses**  
**FY 2016 2<sup>nd</sup> QUARTER REPORT**  
**to**  
**THE TEXAS BOARD OF NURSING**

March 11, 2016

Texas Peer Assistance Program for Nurses  
[www.tpapn.org](http://www.tpapn.org)  
Helpline: 8002885528  
Business: 5124677027  
Fax: 5124672620  
A program of the Texas Nurses Foundation

## INTRODUCTION

This report provides information regarding TPAPN activities for the BON's second quarter (December – February) of FY 2016.

## CLIENT ACTIVITIES

**Referrals by Referral Source & Nurse Type, Graph 1**, page 4. A total of 144 referrals were received during the 2<sup>nd</sup> quarter of FY 2016, compared to 151 nurses in the first quarter. BON referrals were down 32% this quarter while other referrals increased as follows: Self Referred 52%; Non-BON Referred: 4%; Board Ordered: 5%.

**Active Cases by Nurse Type 1<sup>st</sup> Quarter FY 2013 – 2<sup>nd</sup> Quarter FY 2016, Graph 2**, page 5. Participation from September 2012 to February 2016 demonstrate increased participation from 588 to 697 participants, an increase of 16%. In September 2013, the length of the TPAPN program increased from two-three to three-five years. The increased program length has resulted in an increasing number of active cases. This increase is expected to trigger a steady rise in number of participants.

### **Referral Outcomes by “Type”, FY 2015 – 2<sup>nd</sup> Qtr. FY 2016, Graph 3**, page 6.

The overall numbers for each type of referral are as follows:

- 272 nurses were referred under “Board Order” to TPAPN. Of the 272 referrals, 50% signed participation, 29% were discharged (“referred by TPAPN to BON”) to the BON and 21% are pending enrollment.
- 452 nurses were referred under “BON 3<sup>rd</sup> Party referrals” to TPAPN. Of the 452 referrals, 30% signed participation agreements, 63% were discharged to the BON and 7% are pending enrollment.
- 166 nurses were referred under “Direct 3<sup>rd</sup> Party referrals” to TPAPN (received by TPAPN directly, primarily from employers). Of the 166 referrals, 44% signed participation agreements, 51% were discharged to the BON and 5% are pending enrollment.
- 74 nurses were referred under “Self-referrals” to TPAPN. Of the 74 nurses, 60% signed participation while 31% were discharged to the BON and 9% nurses pending enrollment.

### **Referral (Discharge) Types from TPAPN to BON, FY 2015 – 2<sup>nd</sup> Qtr. FY 2016, Graph 4**, page 6.

This graph provides outcome data for individuals referred to TPAPN. The majority of discharges are due to lack of response or enrollment by the nurse following initial contact by TPAPN.

### **TPAPN Statistical Information, 2<sup>nd</sup> Quarter FY 2016, Attachment C**, page 22.

This section provides information categorized by program track and nurse type for the 2<sup>nd</sup> Quarter FY 2016 (12/1/2015 – 2/29/2016), noting number and type of signed Participation Agreements; number of participants employed in nursing; number of participants that completed; and monitoring activities including number of drug screens requested, conducted and results of the tests.

## OUTREACH ACTIVITIES

- 2/25: TPAPN Advisory Committee Chair, Kathie Rickman, DrPH, RN, CNS presented a TPAPN Overview to 30 nurses at the Psychiatric Advanced Practice Nurses of Professional Organization of Houston

## ADMINISTRATIVE ACTIVITIES

- 12/4: Regularly scheduled business meeting of the TPAPN Advisory Committee, **Attachment A**, pages 7 – 12

### **STATUS REPORT**

- TPAPN is actively recruiting for the Program Director position.

### **FISCAL**

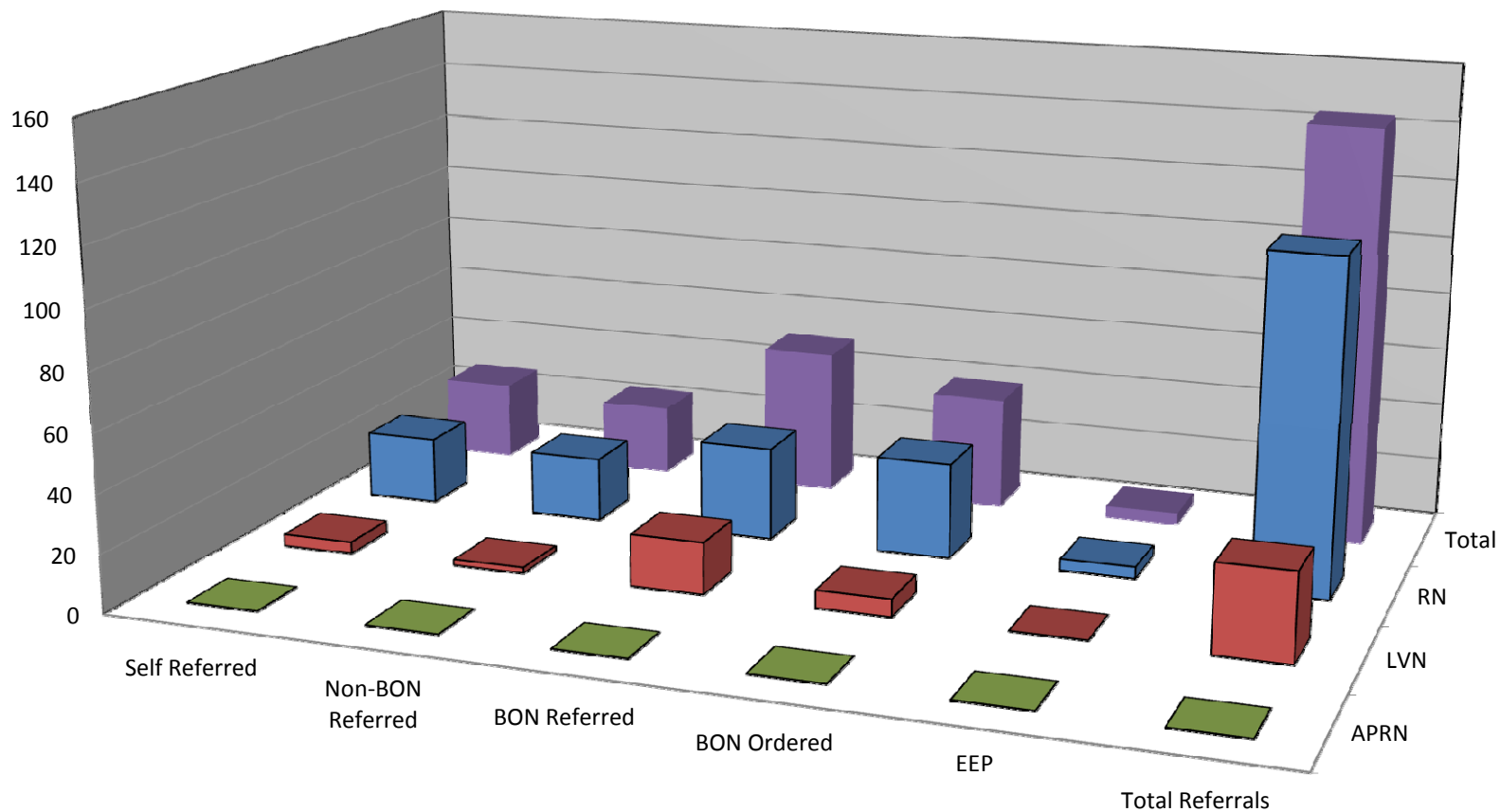
See financials, **Attachment B**, pages 13 – 21

Current cash for February 2016 is \$645,656.39. The eight months ending net deficit is \$3,209.45. This is close to TPAPN's break-even budget. Total income is under budget \$72,958.93 and total expenses are \$69,749.48 under budget.

### **REQUESTS OF THE BON**

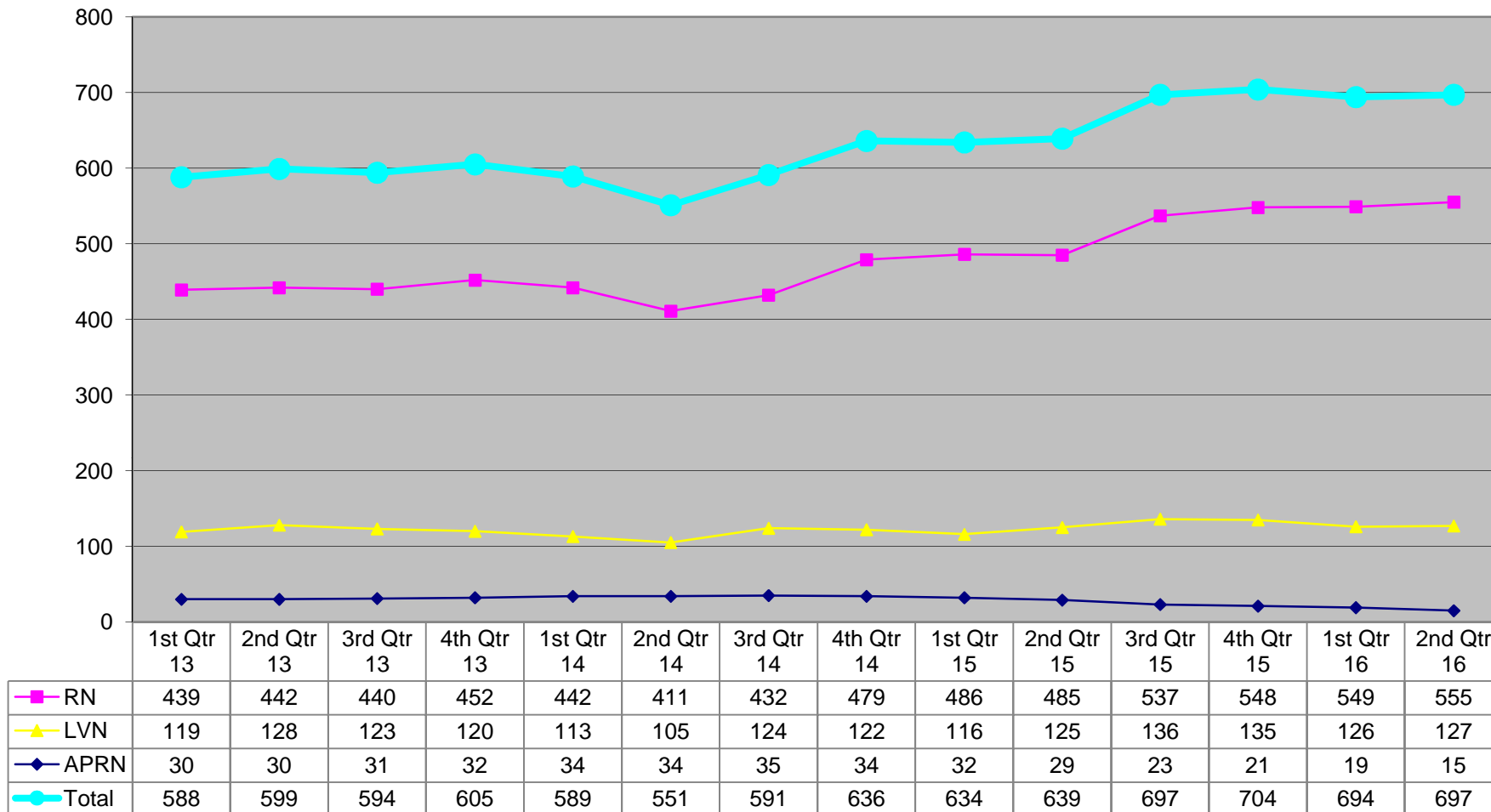
- TPAPN has no requests for the BON at this time.

## Referrals by Referral Source and Nurse Type 2nd Quarter FY 2016



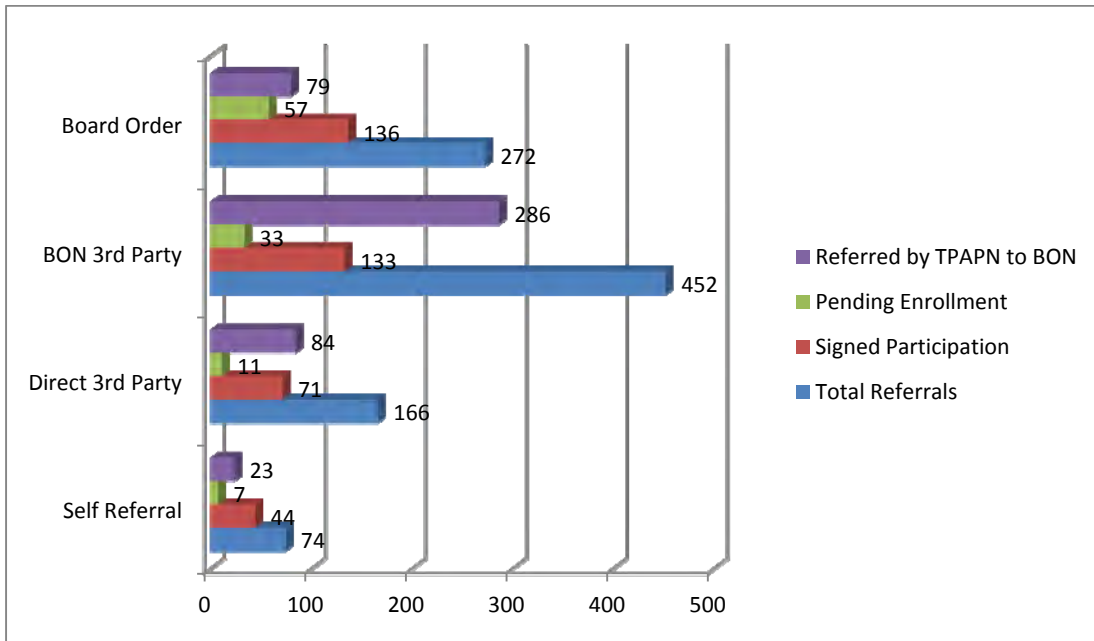
	Self Referred	Non-BON Referred	BON Referred	BON Ordered	EEP	Total Referrals
■ APRN	0	0	0	0	0	0
■ LVN	4	2	18	6	0	30
■ RN	23	22	32	33	4	114
■ Total	27	24	50	39	4	144

**Active Cases by Nurse Type  
1st Quarter FY 2013  
through  
2nd Quarter FY 2016**



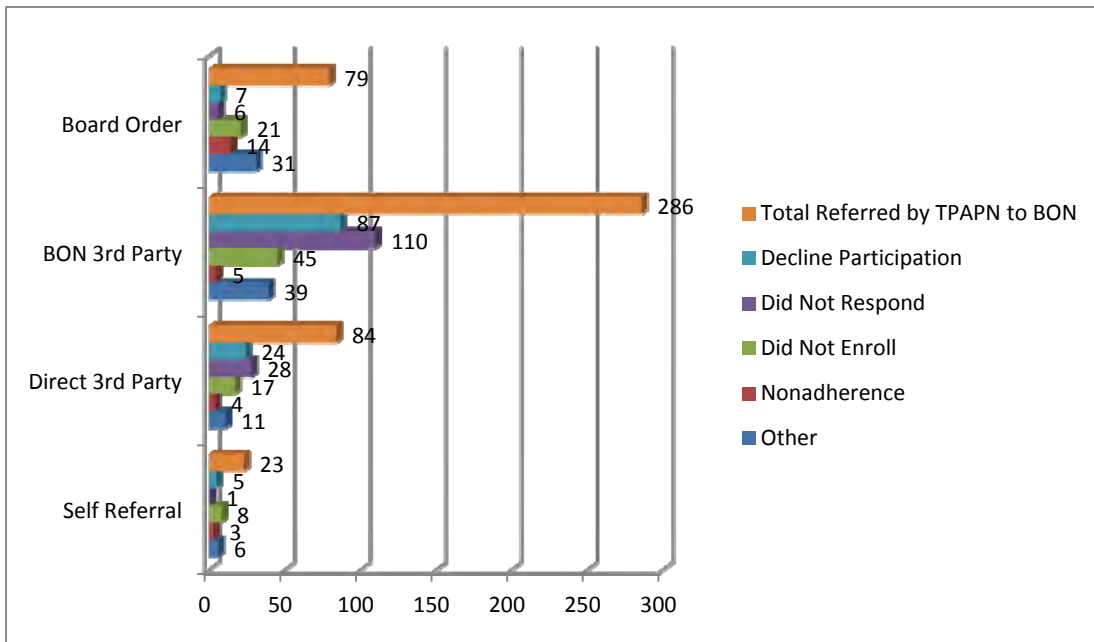
**Referral Outcomes by Type, FY 2015 – 2<sup>nd</sup> Qtr. FY 2016, (9/1/2014 – 2/29/2016)**

**GRAPH 3**



**Referral (Discharge) Types from TPAPN to BON, FY 2015 – 2<sup>nd</sup> Qtr. FY 2016, (9/1/2014 – 2/29/2016)**

**GRAPH 4**



\*Other, e.g., = BON decision, Withdrew, Cannot locate, Not appropriate

TOPIC	DISCUSSION/RATIONALE	ACTION
<p><b>Members Present:</b>  <b>Denise Benbow</b>, BON  <b>Sara Bishop</b>, TOBGNE  <b>Stephanie Espinosa</b>, LTC  <b>Patty Esposito</b>, TNA/F                      (teleconference)  <b>Leonard Keese</b>, Advocate Comm.  <b>Kathie Rickman</b>, Recovering Nurse                      (Chair)  <b>Cheryl Williams</b>, Human Resources  <b>Brent LoCaste-Wilken</b>, EAP  <b>Melanie Wiseman</b>, (proxy for Julie DeNofa) Treatment Provider  <b>Pam Whitley</b>, Mental Health  <b>Cindy Zolnier</b>, TNA/TNF Executive Director</p> <p><b>Absent:</b>  <b>Sally Gillam</b>, TONE (Co. Chair)  <b>Lauren Rodriguez</b>, TNSA  <b>Tammy Wolff</b>, LVNAT</p> <p><b>Staff Present</b>                      Leanne Bunch, Clinical Supervisor                      Katy Davila, Operations Coordinator</p> <p><b>I. Call to Order:</b>  <b>A.</b> Quorum declaration (10:12am) – by Chair Kathie Rickman</p> <p><b>B.</b> Introductions - All</p> <p><b>C.</b> Today's agenda (for acceptance) – All</p> <p><b>D.</b> 10/2/15 DRAFT Advisory Committee meeting minutes, (to</p>	<p><b>I. Call to Order</b>  <b>A.</b> Quorum met.</p> <p><b>B.</b> Introductions made by all.</p> <p><b>C.</b> Approved by all.</p> <p><b>D.</b> 10/2/15 minutes approved.</p>	<p><b>I.</b> Call to order  <b>A.</b> No action.</p> <p><b>B.</b> No action.</p> <p><b>C.</b> No action.</p> <p><b>D.</b> Motion to approve minutes by Leonard Keese, 2<sup>nd</sup> by Brent LoCaste-</p>

TOPIC	DISCUSSION/RATIONALE	ACTION
<p>approve), ATTACHMENT A; 5pgs. – All</p> <p><b>II. Old Business</b>  <b>A.</b> Committee vacancies: TANA – LB</p> <p><b>B.</b> Continuing Task Force updates (informational) – LB                      1. Employer Handbook                      2. Slide show for employers &amp; co-workers                      3. Participant Handbook                      4. Diagnoses for TPAPN to accept-proposed item for Jan. 2016 BON newsletter by Denise Benbow                      5. Student Nurses</p> <p><b>III. New Business</b>  <b>A.</b> Operations update, new TPAPN Program Director, Denise Canchola, DNP, RN, PMH-CNS, BC will begin work Jan. 2016 – LB</p>	<p><b>II. Old Business</b>  <b>A.</b> Leanne reviewed Committee vacancy and asked Committee to inform her if they know of someone that might be available to fill TANA Advisory Committee member vacancy.</p> <p><b>B.</b>  <b>1. Employer Handbook:</b> Katy &amp; Leanne in process of incorporating edits.  <b>2. Slide show for employers &amp; co-workers:</b> Is available on TPAPN website. Cheryl Williams suggested TPAPN track how many times people view the slide shows. Katy &amp; Leanne will check with Kat Hinson regarding this.  <b>3. Participant Handbook:</b> Completed and ready for printing.  <b>4. Diagnoses for TPAPN to accept:</b> Leanne reviewed TPAPN's new eligibility criteria: TPAPN accepts nurses that are eligible for peer assistance services. The BON newsletter article from Denise Benbow will include TPAPN's new eligibility criteria, Electronic form submission, TPAPN slide shows, and information on upcoming Advocate Workshop.  <b>5. Student Nurses:</b> This subject has been tabled. Leanne will review this with new TPAPN Program Director.</p> <p><b>III New Business:</b>  <b>A.</b> Leanne reviewed Denise Canchola's resume, work history and education background.</p>	<p>Wilken; all approved.</p> <p><b>II. Old Business</b>  <b>A.</b> No action.</p> <p><b>B.</b> No action.</p> <p><b>III. New Business</b>  <b>A.</b> No action.</p>



TOPIC	DISCUSSION/RATIONALE	ACTION
<p><b>B.</b> Financial update YTD as of 10/31/15 (Draft) balance &amp; income statement – LB</p> <p><b>C.</b> Dismissed representatives from TOADN &amp; TAVNE per absentee policy and eliminated positions due to overlap – LB</p> <p><b>D.</b> Special projects/proposals for consideration: Summary of Advisory Committee Focus Items &amp; 2005 Outcome study for Impaired Nurses, by Connie Bowling &amp; Michael Van Doren – LB/All</p>	<p><b>B.</b> October profit of \$30,128.88 - Year to Date deficit of (53,705.37). August deficit was at (104,720.76) - With profits in September of \$20,886.51 and October of \$30,128.88, total deficit reduced by \$51,015.39. The reason for initial deficit, BON money fully expended at year end leading to no revenue in August. Long time employees benefit payout. Reduction in participant fees collected. As seen on the current financials, the large deficit seen in August has been reduced by \$51,015.39. This should continue to even out. Total cash assets to support deficit is \$554,879.97.</p> <p><b>C.</b> At the last meeting, Committee members decided to adhere to the Advisory Committee membership policy regarding dismissing chronic absentee members. A dismissal letter was created and sent to the two members that were dismissed.</p> <p><b>D.</b> Advisory Committee Focus items:  <b>1.</b> Improving employer relations with the intent of creating more employment opportunities for TPAPN participants: the primary complaint of nurses discharging from treatment is difficulty securing a job in nursing. Leonard stated nurses that attend his nurse group are obtaining jobs. Kathie Rickman suggested that Job Interview tips be more readily available on TPAPN website; currently its included in the Participant Forms Handbook. Kathie Rickman suggested TPAPN could host a half day workshop for EAP, HR and DON's; to talk about TPAPN and why it's prudent to employ TPAPN nurses. She stated Methodist, MD Anderson and Texas Children's are TPAPN friendly employers. Brent LoCaste-Wilken asked if TPAPN has information on employers that have turned down a TPAPN nurse. The Committee</p>	<p><b>B.</b> No action.</p> <p><b>C.</b> No action.</p> <p><b>D.</b> No action.</p>

TOPIC	DISCUSSION/RATIONALE	ACTION
	<p>suggested TPAPN send out a survey to employers that haven't hired TPAPN nurses to possibly find out why they are not hiring TPAPN nurses. Cheryl Williams suggested have the nurse take information regarding TPAPN to the interview. Kathie Rickman asked how Committee might promote the TPAPN nurse better to employers and develop a task force to make recommendations, i.e., TPAPN sending a survey to DON's. Task Force members: <b>(Leonard Keesee &amp; Pam Whitley, Cheryl Williams)</b></p> <p><b>2.</b> Increasing success rates for participants and ensuring that TPAPN participants: Katy and Leanne can review the participant surveys over the past 5 years. Task Force members: <b>(Denise Benbow &amp; Kathie Rickman)</b></p> <p><b>3.</b> Provide support for TPAPN staff to have the necessary tools and sufficient number of staff members to care for participants: The Committee can support TPAPN staff regarding participants. Cindy Zolnierек suggested TPAPN presenting at TONE conference.</p> <p><b>4.</b> Create slide show for faculty and student use: Committee recommended having TPAPN employer and Co-worker slide shows link to BON website. Task Force members: <b>(Cheryl Williams, Sara Bishop &amp; Kathie Rickman)</b></p> <p>Outcome study for Impaired Nurses, by Connie Bowling &amp; Michael Van Doren:                      Leanne spoke with Phyllis Tipton regarding partnering with TPAPN and replicate the Outcome study for Impaired Nurses, by Connie Bowling and Michael Van Doren. Leanne mentioned the idea to Cindy Zolnierек and she thought it was a great idea that would help remove barriers for employers. The committee requested to view the graph that is reference in the</p>	

TOPIC	DISCUSSION/RATIONALE	ACTION
<p>E. How can we remove barriers to employment for TPAPN participants – LB/All</p> <p><b>IV. Announcements</b>  <b>A.</b> 4/8 – 9/2016: TPAPN Spring Workshop &amp; Advocate Training at TCEA Conference Center @ 3100 Alvin DeVane Blvd., Bldg. B, Austin, TX 78741 (informational) – LB</p> <p><b>V. Next Committee business meetings</b>  <b>A.</b> Next business meetings:  <b>3/4/16</b> Meeting @ TNA HQ                      10:00 a.m. – 3:00p.m.;  <b>6/3/16</b> Meeting @ TNA HQ                      10:00 a.m. – 3:00 p.m.;  <b>9/2/16</b> Meeting @ TNA HQ                      10:00 a.m. – 3:00 p.m.  <b>12/2/16</b> Meeting @ TNA HQ                      10:00 a.m. – 3:00 p.m.  <b>VI. Adjournment</b> (1:00pm)</p> <p><b>VII. Respectfully Submitted:</b></p>	<p>study. The data that needs to be included in the new study is: Why are people not completing? Why are they not participating?                      Cindy Zolnierek stated TNF is going to launch a special program for a policy research grant fund. Cindy is pledging \$10,000 over 5 years regarding research. Cindy Zolnierek made her first \$2,500 contribution; this could be a funding opportunity.</p> <p><b>E.</b> The Committee agreed that replication of the Outcome Study for Recovering Nurses will be an asset to removing barriers to employers for TPAPN participants.</p> <p><b>IV. Announcements</b>                      Cindy reported on IOM: more improved stake holders broaden it beyond nursing; significant progress for nurses receiving their baccalaureate degree. IOM report can be found at this website: <a href="http://www.nasedu/fon5years">www.nasedu/fon5years</a>. Webinar will be available on Monday, 12/7/15.</p>	<p><b>E.</b> LB/CZ will consider contacting Phyllis Hart-Tipton.</p> <p><b>IV. Announcements</b>  <b>A.</b> No action</p>

TOPIC	DISCUSSION/RATIONALE	ACTION
<p><b>Katy Davila</b></p> <p><b>VIII. Reviewed by: Kathie Rickman</b></p>		

## TNF - TPAPN

## Balance Sheet

December 31, 2015

## Assets

## Cash &amp; Cash Equivalents

11100	WELLS FARGO-OPERATING 3856	\$	218,649.45	
11400	OPPENHEIMER-M M FUNDS-2565		<u>349,231.58</u>	
	Total Cash & Cash Equivalents			567,881.03

## Investments

Total Investments				0.00
-------------------	--	--	--	------

## Accounts Receivables

12700	A/R-BOARD OF NURSING		85,970.00	
13200	A/R OTHERS		<u>14,357.00</u>	
	Total Accounts Receivable			100,327.00

## Prepays

14000	PREPAIDS		<u>6,824.24</u>	
	Total Prepays			6,824.24

Total Current Assets				675,032.27
----------------------	--	--	--	------------

## Property and Equipment

15000	FURNITURE & EQUIPMENT		17,375.86	
15100	ACCUMULATED DEPRECIATION		<u>(13,777.29)</u>	
	Total Property and Equipment			3,598.57

Total Assets		\$	<u>678,630.84</u>	
--------------	--	----	-------------------	--

## Liabilities and Net Assets

## Current Liabilities

20800	A/P-TNA	\$	399.46	
20900	A/P-MONTH END		1,251.31	
21500	ACCRUED EXPENSES		<u>41,853.57</u>	
	Total Current Liabilities			43,504.34

## Net Assets

29400	BOD DESIGNATED:LEGAL/INS		100,000.00	
30500	UNDESIGNATED		559,710.60	
	Net Income of <Loss> to Date		<u>(24,584.10)</u>	
	Total Net Assets			635,126.50
	Total Liabilities & Net Assets	\$	<u>678,630.84</u>	

Unaudited

# TNF - TPAPN

## Income Statement

For the Six Months Ending December 31, 2015

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
<b>Income</b>					
40200 BOARD OF NURSING	\$ 85,970.00	\$ 72,796.50	\$ 404,994.00	\$ 436,779.00	(31,785.00)
40600 INTEREST	4.31	4.17	18.95	25.02	(6.07)
41000 SPONSORS/DONATIONS	0.00	750.00	5,900.00	4,500.00	1,400.00
41200 RN - BD ORDER	5,000.00	4,000.00	21,100.00	24,000.00	(2,900.00)
41300 PARTICIPENT LAB FEES	7,077.00	10,333.33	40,684.00	61,999.98	(21,315.98)
41400 RN - MI	0.00	0.00	455.00	0.00	455.00
41500 LVN - BD ORDER	350.00	833.33	4,800.00	4,999.98	(199.98)
41700 LVN - MI	0.00	0.00	65.00	0.00	65.00
42000 INTERIM MONITORING	0.00	83.33	0.00	499.98	(499.98)
42500 WORKSHOPS - INCOME	200.00	125.00	1,650.00	750.00	900.00
42600 SON/PEER ASSIST FOR PA	0.00	375.00	0.00	2,250.00	(2,250.00)
42800 TREATMENT PROV W/S	0.00	166.67	0.00	1,000.02	(1,000.02)
42900 EXHIBITS	0.00	166.67	0.00	1,000.02	(1,000.02)
<b>Total Regular Program</b>	<b>98,601.31</b>	<b>89,634.00</b>	<b>479,666.95</b>	<b>537,804.00</b>	<b>(58,137.05)</b>
45000 EEP - LAB FEES	406.00	375.00	2,056.00	2,250.00	(194.00)
45200 MISCELLANEOUS INCOME	0.00	41.67	0.00	250.02	(250.02)
45300 MHSP - LAB FEES	21.00	0.00	98.00	0.00	98.00
<b>Total EEP</b>	<b>427.00</b>	<b>416.67</b>	<b>2,154.00</b>	<b>2,500.02</b>	<b>(346.02)</b>
<b>Total Income</b>	<b>99,028.31</b>	<b>90,050.67</b>	<b>481,820.95</b>	<b>540,304.02</b>	<b>(58,483.07)</b>

## Expenses

### Staffing/Consultants Expenses

50500 COMPENSATION	52,643.55	57,050.00	345,949.73	342,300.00	3,649.73
50700 OTHER COMPENSATION	1,386.48	0.00	1,386.48	0.00	1,386.48
50800 HLTH/LIFE INSURANCE	4,226.51	5,050.00	28,221.05	30,300.00	(2,078.95)
50900 W C INSURANCE	0.00	250.00	0.00	1,500.00	(1,500.00)
51000 DENTAL/VISION INS	160.69	312.50	1,006.14	1,875.00	(868.86)
51500 PAYROLL TAXES	4,398.46	4,666.67	26,350.68	28,000.02	(1,649.34)
51700 401K	4,157.51	3,500.00	19,133.81	21,000.00	(1,866.19)
51800 401K-FORFEITURE	(2,219.15)	0.00	(2,219.15)	0.00	(2,219.15)
51900 TEMPS/AGENCIES/OTHER	0.00	0.00	513.84	0.00	513.84
52000 STAFF DEVELOPMENT	0.00	333.33	1,386.00	1,999.98	(613.98)
52500 STAFF TRAV/EXP	32.45	208.33	1,593.50	1,249.98	343.52
54500 LEGAL EXPENSES/CONSUL	0.00	416.67	497.50	2,500.02	(2,002.52)
56200 REIMB FOR STAFF TIME	4,166.67	4,166.67	25,000.02	25,000.02	0.00
<b>Total Staffing/Consultants</b>	<b>68,953.17</b>	<b>75,954.17</b>	<b>448,819.60</b>	<b>455,725.02</b>	<b>(6,905.42)</b>

### Administrative Expenses

56000 OFFICE SPACE	4,112.38	4,116.67	24,674.28	24,700.02	(25.74)
56400 FINANCIAL AUDIT	0.00	291.67	3,000.00	1,750.02	1,249.98
56600 BON PERFORMANCE AUDIT	0.00	41.67	0.00	250.02	(250.02)
56700 COMPUTER CONFIDENTIAL	0.00	291.67	0.00	1,750.02	(1,750.02)
56800 TELEPHONE	1,152.70	625.00	3,796.14	3,750.00	46.14
56900 EQUIP- LEASE	208.18	250.00	1,249.08	1,500.00	(250.92)
57000 POSTAGE	207.25	500.00	1,912.19	3,000.00	(1,087.81)
57100 SHIPPING/DELIVERY/	0.00	8.33	114.40	49.98	64.42
57200 DUPLICATING	84.52	333.33	878.68	1,999.98	(1,121.30)
57300 BANK CHARGES	17.83	17.33	153.30	103.98	49.32
57400 SUPPLIES	105.71	208.33	914.50	1,249.98	(335.48)
57500 EQUIP/SW/FURNITURE	123.00	166.67	1,203.23	1,000.02	203.21

Unaudited

## TNF - TPAPN Income Statement

For the Six Months Ending December 31, 2015

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
57600 DEPRECIATION	442.18	458.33	2,653.08	2,749.98	(96.90)
57700 INFORMATION TECHNOLOGY	172.52	166.67	941.42	1,000.02	(58.60)
57800 EQUIP MAINTENANCE	0.00	16.67	0.00	100.02	(100.02)
57900 DOCUMENT MANAGEMENT	65.00	45.83	355.00	274.98	80.02
58100 INSUR/LEGAL DEFENSE	482.42	583.33	3,055.26	3,499.98	(444.72)
58600 RESOURCE LIBRARY	0.00	41.67	111.84	250.02	(138.18)
59600 COMMITTEES & BOARDS	534.51	500.00	2,422.61	3,000.00	(577.39)
<b>Total Administrative</b>	<b>7,708.20</b>	<b>8,663.17</b>	<b>47,435.01</b>	<b>51,979.02</b>	<b>(4,544.01)</b>
<b>Participants/Advocants</b>					
60200 INFORMAL ADVOCATE TRA	0.00	166.67	0.00	1,000.02	(1,000.02)
60400 ADVOCATES - EXPENSES	0.00	208.33	0.00	1,249.98	(1,249.98)
60600 FALL W/S- ADVOCATES	0.00	1,041.67	9,175.33	6,250.02	2,925.31
61000 SPRING W/S	0.00	1,041.67	0.00	6,250.02	(6,250.02)
62400 PROGRAM MATERIALS	896.80	500.00	896.80	3,000.00	(2,103.20)
<b>Total Participants/Advocates</b>	<b>896.80</b>	<b>2,958.34</b>	<b>10,072.13</b>	<b>17,750.04</b>	<b>(7,677.91)</b>
<b>Education</b>					
63600 TREATMENT PROV W/S	0.00	208.33	0.00	1,249.98	(1,249.98)
63800 WORKSHOPS-EXPENSES	0.00	125.00	0.00	750.00	(750.00)
63900 SON/FACULTY LIAISONS	0.00	458.33	0.00	2,749.98	(2,749.98)
64900 EDUCATIONAL MATERIALS	0.00	375.00	0.00	2,250.00	(2,250.00)
65500 ATTORNEY WORKSHOP	0.00	58.33	0.00	349.98	(349.98)
66000 SUPPORT GROUP FACILITA	0.00	83.33	78.31	499.98	(421.67)
68500 FACILITATOR STIPEND	0.00	916.67	0.00	5,500.02	(5,500.02)
68800 EXHIBIT FEES	0.00	250.00	0.00	1,500.00	(1,500.00)
<b>Total Education</b>	<b>0.00</b>	<b>2,474.99</b>	<b>78.31</b>	<b>14,849.94</b>	<b>(14,771.63)</b>
<b>Total Expenses</b>	<b>77,558.17</b>	<b>90,050.67</b>	<b>506,405.05</b>	<b>540,304.02</b>	<b>(33,898.97)</b>
<b>Net Income or Loss</b>	<b>\$ 21,470.14</b>	<b>\$ 0.00</b>	<b>\$ (24,584.10)</b>	<b>\$ 0.00</b>	<b>(24,584.10)</b>

Unaudited

## TNF - TPAPN

## Balance Sheet

January 31, 2016

## Assets

## Cash &amp; Cash Equivalents

11100	WELLS FARGO-OPERATING 3856	\$	245,610.19	
11400	OPPENHEIMER-M M FUNDS-2565		349,233.39	
	Total Cash & Cash Equivalents			594,843.58

## Investments

Total Investments				0.00
-------------------	--	--	--	------

## Accounts Receivables

12700	A/R-BOARD OF NURSING		74,964.00	
13200	A/R OTHERS		14,483.00	
	Total Accounts Receivable			89,447.00

## Prepays

14000	PREPAIDS		6,341.82	
	Total Prepays			6,341.82

Total Current Assets				690,632.40
----------------------	--	--	--	------------

## Property and Equipment

15000	FURNITURE & EQUIPMENT		17,375.86	
15100	ACCUMULATED DEPRECIATION		(14,219.47)	
	Total Property and Equipment			3,156.39

Total Assets		\$		693,788.79
--------------	--	----	--	------------

## Liabilities and Net Assets

## Current Liabilities

20800	A/P-TNA	\$	6,499.94	
20900	A/P-MONTH END		180.22	
21500	ACCRUED EXPENSES		44,380.64	
	Total Current Liabilities			51,060.80

## Net Assets

29400	BOD DESIGNATED:LEGAL/INS		100,000.00	
30500	UNDESIGNATED		559,710.60	
	Net Income of <Loss> to Date		(16,982.61)	
	Total Net Assets			642,727.99
	Total Liabilities & Net Assets	\$		693,788.79



## TNF - TPAPN

## Income Statement

For the Seven Months Ending January 31, 2016

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
<b>Income</b>					
40200 BOARD OF NURSING	\$ 74,964.00	\$ 72,796.50	\$ 479,958.00	\$ 509,575.50	(29,617.50)
40600 INTEREST	1.81	4.17	20.76	29.19	(8.43)
41000 SPONSORS/DONATIONS	0.00	750.00	5,900.00	5,250.00	650.00
41200 RN - BD ORDER	1,500.00	4,000.00	22,600.00	28,000.00	(5,400.00)
41300 PARTICIPENT LAB FEES	6,538.00	10,333.33	47,222.00	72,333.31	(25,111.31)
41400 RN - MI	0.00	0.00	455.00	0.00	455.00
41500 LVN - BD ORDER	0.00	833.33	4,800.00	5,833.31	(1,033.31)
41700 LVN - MI	0.00	0.00	65.00	0.00	65.00
42000 INTERIM MONITORING	0.00	83.33	0.00	583.31	(583.31)
42500 WORKSHOPS - INCOME	0.00	125.00	1,650.00	875.00	775.00
42600 SON/PEER ASSIST FOR PA	0.00	375.00	0.00	2,625.00	(2,625.00)
42800 TREATMENT PROV W/S	0.00	166.67	0.00	1,166.69	(1,166.69)
42900 EXHIBITS	0.00	166.67	0.00	1,166.69	(1,166.69)
Total Regular Program	83,003.81	89,634.00	562,670.76	627,438.00	(64,767.24)
45000 EEP - LAB FEES	434.00	375.00	2,490.00	2,625.00	(135.00)
45200 MISCELLANEOUS INCOME	0.00	41.67	0.00	291.69	(291.69)
45300 MHSP - LAB FEES	7.00	0.00	105.00	0.00	105.00
Total EEP	441.00	416.67	2,595.00	2,916.69	(321.69)
Total Income	83,444.81	90,050.67	565,265.76	630,354.69	(65,088.93)

## Expenses

## Staffing/Consultants Expenses

50500 COMPENSATION	46,783.84	57,050.00	392,733.57	399,350.00	(6,616.43)
50700 OTHER COMPENSATION	0.00	0.00	1,386.48	0.00	1,386.48
50800 HLTH/LIFE INSURANCE	4,113.85	5,050.00	32,334.90	35,350.00	(3,015.10)
50900 W C INSURANCE	2,928.82	250.00	2,928.82	1,750.00	1,178.82
51000 DENTAL/VISION INS	160.69	312.50	1,166.83	2,187.50	(1,020.67)
51500 PAYROLL TAXES	5,265.49	4,666.67	31,616.17	32,666.69	(1,050.52)
51700 401K	977.69	3,500.00	20,111.50	24,500.00	(4,388.50)
51800 401K-FORFEITURE	(977.69)	0.00	(3,196.84)	0.00	(3,196.84)
51900 TEMPS/AGENCIES/OTHER	0.00	0.00	513.84	0.00	513.84
52000 STAFF DEVELOPMENT	0.00	333.33	1,386.00	2,333.31	(947.31)
52500 STAFF TRAV/EXP	85.68	208.33	1,679.18	1,458.31	220.87
54500 LEGAL EXPENSES/CONSUL	0.00	416.67	497.50	2,916.69	(2,419.19)
56200 REIMB FOR STAFF TIME	4,166.67	4,166.67	29,166.69	29,166.69	0.00
Total Staffing/Consultants	63,505.04	75,954.17	512,324.64	531,679.19	(19,354.55)

## Administrative Expenses

56000 OFFICE SPACE	4,112.38	4,116.67	28,786.66	28,816.69	(30.03)
56400 FINANCIAL AUDIT	0.00	291.67	3,000.00	2,041.69	958.31
56600 BON PERFORMANCE AUDIT	0.00	41.67	0.00	291.69	(291.69)
56700 COMPUTER CONFIDENTIAL	0.00	291.67	0.00	2,041.69	(2,041.69)
56800 TELEPHONE	4,541.89	625.00	8,338.03	4,375.00	3,963.03
56900 EQUIP- LEASE	208.18	250.00	1,457.26	1,750.00	(292.74)
57000 POSTAGE	168.55	500.00	2,080.74	3,500.00	(1,419.26)
57100 SHIPPING/DELIVERY/	0.00	8.33	114.40	58.31	56.09
57200 DUPLICATING	883.83	333.33	1,762.51	2,333.31	(570.80)
57300 BANK CHARGES	17.52	17.33	170.82	121.31	49.51
57400 SUPPLIES	0.00	208.33	995.63	1,458.31	(462.68)
57500 EQUIP/SW/FURNITURE	123.00	166.67	1,326.23	1,166.69	159.54

Unaudited

## TNF - TPAPN

## Income Statement

For the Seven Months Ending January 31, 2016

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
57600 DEPRECIATION	442.18	458.33	3,095.26	3,208.31	(113.05)
57700 INFORMATION TECHNOLOGY	125.00	166.67	1,066.42	1,166.69	(100.27)
57800 EQUIP MAINTENANCE	0.00	16.67	0.00	116.69	(116.69)
57900 DOCUMENT MANAGEMENT	62.50	45.83	417.50	320.81	96.69
58100 INSUR/LEGAL DEFENSE	482.42	583.33	3,537.68	4,083.31	(545.63)
58600 RESOURCE LIBRARY	109.54	41.67	221.38	291.69	(70.31)
59600 COMMITTEES & BOARDS	0.00	500.00	2,422.61	3,500.00	(1,077.39)
<b>Total Administrative</b>	<b>11,276.99</b>	<b>8,663.17</b>	<b>58,793.13</b>	<b>60,642.19</b>	<b>(1,849.06)</b>
<b>Participants/Advocants</b>					
60200 INFORMAL ADVOCATE TRA	0.00	166.67	0.00	1,166.69	(1,166.69)
60400 ADVOCATES - EXPENSES	0.00	208.33	0.00	1,458.31	(1,458.31)
60600 FALL W/S- ADVOCATES	280.68	1,041.67	9,456.01	7,291.69	2,164.32
61000 SPRING W/S	0.00	1,041.67	0.00	7,291.69	(7,291.69)
62400 PROGRAM MATERIALS	699.48	500.00	1,596.28	3,500.00	(1,903.72)
<b>Total Participants/Advocates</b>	<b>980.16</b>	<b>2,958.34</b>	<b>11,052.29</b>	<b>20,708.38</b>	<b>(9,656.09)</b>
<b>Education</b>					
63600 TREATMENT PROV W/S	0.00	208.33	0.00	1,458.31	(1,458.31)
63800 WORKSHOPS-EXPENSES	0.00	125.00	0.00	875.00	(875.00)
63900 SON/FACULTY LIAISONS	0.00	458.33	0.00	3,208.31	(3,208.31)
64900 EDUCATIONAL MATERIALS	0.00	375.00	0.00	2,625.00	(2,625.00)
65500 ATTORNEY WORKSHOP	0.00	58.33	0.00	408.31	(408.31)
66000 SUPPORT GROUP FACILITA	0.00	83.33	78.31	583.31	(505.00)
68500 FACILITATOR STIPEND	0.00	916.67	0.00	6,416.69	(6,416.69)
68800 EXHIBIT FEES	0.00	250.00	0.00	1,750.00	(1,750.00)
<b>Total Education</b>	<b>0.00</b>	<b>2,474.99</b>	<b>78.31</b>	<b>17,324.93</b>	<b>(17,246.62)</b>
<b>Total Expenses</b>	<b>75,762.19</b>	<b>90,050.67</b>	<b>582,248.37</b>	<b>630,354.69</b>	<b>(48,106.32)</b>
<b>Net Income or Loss</b>	<b>\$ 7,682.62</b>	<b>\$ 0.00</b>	<b>\$ (16,982.61)</b>	<b>\$ 0.00</b>	<b>(16,982.61)</b>

## TNF - TPAPN

## Balance Sheet

February 29, 2016

## Assets

## Cash &amp; Cash Equivalents

11100	WELLS FARGO-OPERATING 3856	\$	296,420.33	
11400	OPPENHEIMER-M M FUNDS-2565		349,236.06	
	Total Cash & Cash Equivalents			645,656.39

## Investments

Total Investments				0.00
-------------------	--	--	--	------

## Accounts Receivables

12700	A/R-BOARD OF NURSING		66,713.00	
13200	A/R OTHERS		8,015.00	
	Total Accounts Receivable			74,728.00

## Prepays

14000	PREPAIDS		7,012.92	
	Total Prepays			7,012.92

Total Current Assets				727,397.31
----------------------	--	--	--	------------

## Property and Equipment

15000	FURNITURE & EQUIPMENT		17,375.86	
15100	ACCUMULATED DEPRECIATION		(14,661.65)	
	Total Property and Equipment			2,714.21

Total Assets		\$		730,111.52
--------------	--	----	--	------------

## Liabilities and Net Assets

## Current Liabilities

20800	A/P-TNA	\$	187.56	
20900	A/P-MONTH END		26,847.27	
21500	ACCRUED EXPENSES		46,575.54	
	Total Current Liabilities			73,610.37

## Net Assets

29400	BOD DESIGNATED:LEGAL/INS		100,000.00	
30500	UNDESIGNATED		559,710.60	
	Net Income of <Loss> to Date		(3,209.45)	
	Total Net Assets			656,501.15
	Total Liabilities & Net Assets	\$		730,111.52

# TNF - TPAPN

## Income Statement

For the Eight Months Ending February 29, 2016

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
<b>Income</b>					
40200 BOARD OF NURSING	\$ 66,713.00	\$ 72,796.50	\$ 546,671.00	\$ 582,372.00	(35,701.00)
40600 INTEREST	2.67	4.17	23.43	33.36	(9.93)
41000 SPONSORS/DONATIONS	0.00	750.00	5,900.00	6,000.00	(100.00)
41200 RN - BD ORDER	6,400.00	4,000.00	29,000.00	32,000.00	(3,000.00)
41300 PARTICIPENT LAB FEES	7,595.00	10,333.33	54,817.00	82,666.64	(27,849.64)
41400 RN - MI	0.00	0.00	455.00	0.00	455.00
41500 LVN - BD ORDER	1,050.00	833.33	5,850.00	6,666.64	(816.64)
41700 LVN - MI	0.00	0.00	65.00	0.00	65.00
42000 INTERIM MONITORING	0.00	83.33	0.00	666.64	(666.64)
42500 WORKSHOPS - INCOME	0.00	125.00	1,650.00	1,000.00	650.00
42600 SON/PEER ASSIST FOR PA	0.00	375.00	0.00	3,000.00	(3,000.00)
42800 TREATMENT PROV W/S	0.00	166.67	0.00	1,333.36	(1,333.36)
42900 EXHIBITS	0.00	166.67	0.00	1,333.36	(1,333.36)
Total Regular Program	81,760.67	89,634.00	644,431.43	717,072.00	(72,640.57)
45000 EEP - LAB FEES	399.00	375.00	2,889.00	3,000.00	(111.00)
45200 MISCELLANEOUS INCOME	0.00	41.67	0.00	333.36	(333.36)
45300 MHSP - LAB FEES	21.00	0.00	126.00	0.00	126.00
Total EEP	420.00	416.67	3,015.00	3,333.36	(318.36)
Total Income	82,180.67	90,050.67	647,446.43	720,405.36	(72,958.93)

## Expenses

### Staffing/Consultants Expenses

50500 COMPENSATION	47,055.12	57,050.00	439,788.69	456,400.00	(16,611.31)
50700 OTHER COMPENSATION	0.00	0.00	1,386.48	0.00	1,386.48
50800 HLTH/LIFE INSURANCE	4,111.81	5,050.00	36,446.71	40,400.00	(3,953.29)
50900 W C INSURANCE	(295.89)	250.00	2,632.93	2,000.00	632.93
51000 DENTAL/VISION INS	160.69	312.50	1,327.52	2,500.00	(1,172.48)
51500 PAYROLL TAXES	4,718.49	4,666.67	36,334.66	37,333.36	(998.70)
51700 401K	989.66	3,500.00	21,101.16	28,000.00	(6,898.84)
51800 401K-FORFEITURE	(989.66)	0.00	(4,186.50)	0.00	(4,186.50)
51900 TEMPS/AGENCIES/OTHER	0.00	0.00	513.84	0.00	513.84
52000 STAFF DEVELOPMENT	200.00	333.33	1,586.00	2,666.64	(1,080.64)
52500 STAFF TRAV/EXP	0.00	208.33	1,679.18	1,666.64	12.54
54500 LEGAL EXPENSES/CONSUL	0.00	416.67	497.50	3,333.36	(2,835.86)
56200 REIMB FOR STAFF TIME	4,166.67	4,166.67	33,333.36	33,333.36	0.00
Total Staffing/Consultants	60,116.89	75,954.17	572,441.53	607,633.36	(35,191.83)

### Administrative Expenses

56000 OFFICE SPACE	4,112.38	4,116.67	32,899.04	32,933.36	(34.32)
56400 FINANCIAL AUDIT	0.00	291.67	3,000.00	2,333.36	666.64
56600 BON PERFORMANCE AUDIT	0.00	41.67	0.00	333.36	(333.36)
56700 COMPUTER CONFIDENTIAL	0.00	291.67	0.00	2,333.36	(2,333.36)
56800 TELEPHONE	1,122.78	625.00	9,460.81	5,000.00	4,460.81
56900 EQUIP- LEASE	208.18	250.00	1,665.44	2,000.00	(334.56)
57000 POSTAGE	294.25	500.00	2,374.99	4,000.00	(1,625.01)
57100 SHIPPING/DELIVERY/	0.00	8.33	114.40	66.64	47.76
57200 DUPLICATING	214.26	333.33	1,976.77	2,666.64	(689.87)
57300 BANK CHARGES	20.79	17.33	191.61	138.64	52.97
57400 SUPPLIES	232.35	208.33	1,227.98	1,666.64	(438.66)
57500 EQUIP/SW/FURNITURE	123.00	166.67	1,449.23	1,333.36	115.87

Unaudited

## TNF - TPAPN

## Income Statement

For the Eight Months Ending February 29, 2016

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
57600 DEPRECIATION	442.18	458.33	3,537.44	3,666.64	(129.20)
57700 INFORMATION TECHNOLOGY	125.00	166.67	1,191.42	1,333.36	(141.94)
57800 EQUIP MAINTENANCE	0.00	16.67	0.00	133.36	(133.36)
57900 DOCUMENT MANAGEMENT	65.00	45.83	482.50	366.64	115.86
58100 INSUR/LEGAL DEFENSE	482.42	583.33	4,020.10	4,666.64	(646.54)
58600 RESOURCE LIBRARY	0.00	41.67	221.38	333.36	(111.98)
59600 COMMITTEES & BOARDS	0.00	500.00	2,422.61	4,000.00	(1,577.39)
<b>Total Administrative</b>	<b>7,442.59</b>	<b>8,663.17</b>	<b>66,235.72</b>	<b>69,305.36</b>	<b>(3,069.64)</b>
<b>Participants/Advocates</b>					
60200 INFORMAL ADVOCATE TRA	0.00	166.67	0.00	1,333.36	(1,333.36)
60400 ADVOCATES - EXPENSES	0.00	208.33	0.00	1,666.64	(1,666.64)
60600 FALL W/S- ADVOCATES	0.00	1,041.67	9,456.01	8,333.36	1,122.65
61000 SPRING W/S	0.00	1,041.67	0.00	8,333.36	(8,333.36)
62400 PROGRAM MATERIALS	848.03	500.00	2,444.31	4,000.00	(1,555.69)
<b>Total Participants/Advocates</b>	<b>848.03</b>	<b>2,958.34</b>	<b>11,900.32</b>	<b>23,666.72</b>	<b>(11,766.40)</b>
<b>Education</b>					
63600 TREATMENT PROV W/S	0.00	208.33	0.00	1,666.64	(1,666.64)
63800 WORKSHOPS-EXPENSES	0.00	125.00	0.00	1,000.00	(1,000.00)
63900 SON/FACULTY LIAISONS	0.00	458.33	0.00	3,666.64	(3,666.64)
64900 EDUCATIONAL MATERIALS	0.00	375.00	0.00	3,000.00	(3,000.00)
65500 ATTORNEY WORKSHOP	0.00	58.33	0.00	466.64	(466.64)
66000 SUPPORT GROUP FACILITA	0.00	83.33	78.31	666.64	(588.33)
68500 FACILITATOR STIPEND	0.00	916.67	0.00	7,333.36	(7,333.36)
68800 EXHIBIT FEES	0.00	250.00	0.00	2,000.00	(2,000.00)
<b>Total Education</b>	<b>0.00</b>	<b>2,474.99</b>	<b>78.31</b>	<b>19,799.92</b>	<b>(19,721.61)</b>
<b>Total Expenses</b>	<b>68,407.51</b>	<b>90,050.67</b>	<b>650,655.88</b>	<b>720,405.36</b>	<b>(69,749.48)</b>
<b>Net Income or Loss</b>	<b>\$ 13,773.16</b>	<b>\$ 0.00</b>	<b>\$ (3,209.45)</b>	<b>\$ 0.00</b>	<b>(3,209.45)</b>

**TPAPN STATISTICAL INFORMATION**  
**2<sup>nd</sup> Quarter FY 2016**

<b>PARTICIPATION AGREEMENTS SIGNED 12/1/15 - 2/29/16</b>				
<b>TRACK</b>	<b>LVN's</b>	<b>RN's</b>	<b>APRN's</b>	<b>Total</b>
TPAPN Substance Use Disorder (SUD)	7	45	1	53
TPAPN Dual Diagnosis (Dual)	0	19	0	19
TPAPN Mental Health (MH)	2	6	0	8
Mental Health Support Program (MHSP)	2	5	0	7
Extended Evaluation Program (EEP)	0	9	0	9

<b>PARTICIPANTS EMPLOYED IN NURSING 12/1/15 - 2/29/16</b>		
<b>LVN's</b>	<b>RN'S</b>	<b>APRN'S</b>
67	331	10

<b>PARTICIPANTS COMPLETED BY NURSE TYPE AND TRACK 12/1/15 - 2/29/16</b>				
<b>TRACK</b>	<b>LVN's</b>	<b>RN's</b>	<b>APRN's</b>	<b>TOTAL</b>
TPAPN Completions	3	12	3	18
MHSP Completions	2	4	0	6
EEP Completions	0	5	0	5

<b>DRUG TEST MONITORING ACTIVITIES 12/1/15 - 2/29/16</b>							
<b>TRACK</b>	<b>Requested</b>	<b>Conducted</b>	<b>Positive</b>	<b>Negative</b>	<b>Abnormal</b>	<b>Dilute</b>	<b>Missed Test</b>
TPAPN	3,009	2,944	102	2,779	9	30	22
MHSP	7	6	2	4	0	0	1
EEP	175	172	7	164	1	0	1