

**Title 4—DEPARTMENT OF ECONOMIC  
DEVELOPMENT**

**Division 150—State Board of Registration for the  
Healing Arts**

**Chapter 4—Licensing of Speech-Language Pathologists  
and Audiologists**

**PROPOSED RULE**

**4 CSR 150-4.210 Display of Certificate**

*PURPOSE:* This rule details the requirements for displaying a speech-language pathology assistant certificate of registration.

All speech-language pathology assistants shall display the certificate issued by the State Board of Registration for the Healing Arts in a prominent place in each location of practice.

*AUTHORITY:* sections 345.015, 345.030 and 345.065, RSMo Supp. 1999. Original rule filed Jan. 28, 2000.

*PUBLIC COST:* This proposed rule will not cost state agencies or political subdivisions more than \$500 in the aggregate.

*PRIVATE COST:* This proposed rule will not cost private entities more than \$500 in the aggregate.

*NOTICE TO SUBMIT COMMENTS:* Anyone may file a statement in support of or in opposition to this proposed rule with the State Board of Registration for the Healing Arts, P.O. Box 4, Jefferson City, MO 65102. To be considered, comments must be received within thirty days after publication of this notice in the *Missouri Register*. No public hearing is scheduled.

*PRIVATE COST:* The private entity cost for this proposed rule is estimated at \$4,879.20 for the first year of implementation of the rule. Thereafter, the board is anticipating an annual growth rate of 40 registrants per renewal period and estimates the biennial cost will be \$5,692.40 plus a continuous biennial increase of \$813.20 for the life of the rule. It is anticipated that the total annual cost will recur each year for the life of the rule, may vary with inflation and is expected to increase annually at the rate projected by the Legislative Oversight Committee. A detailed fiscal note, which estimates the cost of compliance with this rule, has been filed with the secretary of state.

*NOTICE TO SUBMIT COMMENTS:* Anyone may file a statement in support of or in opposition to this proposed rule with the State Board of Registration for the Healing Arts, P.O. Box 4, Jefferson City, MO 65102. To be considered, comments must be received within thirty days after publication of this notice in the *Missouri Register*. No public hearing is scheduled.

**Title 4—DEPARTMENT OF ECONOMIC  
DEVELOPMENT**

**Division 150—State Board of Registration for the  
Healing Arts**

**Chapter 4—Licensing of Speech-Language Pathologists  
and Audiologists**

**PROPOSED RULE**

**4 CSR 150-4.215 Renewal of Certificate of Registration**

*PURPOSE:* This rule details the process of renewing a speech-language pathology assistant certificate of registration.

Each registered speech-language pathology assistant shall pay the nonrefundable fee for renewal of the certificate of registration every two (2) years. The executive director shall not consider a registration to be renewed until the completed registration renewal form and the renewal fee have been received by the State Board of Registration for the Healing Arts.

*AUTHORITY:* sections 345.015, 345.030 and 345.051, RSMo Supp. 1999. Original rule filed Jan. 28, 2000.

*PUBLIC COST:* The public entity cost for this proposed rule is estimated at \$3,847 for the first year of implementation of the rule. Thereafter, the board is anticipating an annual growth rate of 10% in applicants and estimates the total annual cost will be \$4,167.80 for the life of the rule. It is anticipated that the total annual cost will recur each year for the life of the rule, may vary with inflation and is expected to increase annually at the rate projected by the Legislative Oversight Committee. A detailed fiscal note, which estimates the cost of compliance with this rule, has been filed with the secretary of state.

FISCAL NOTE  
PUBLIC ENTITY COST

## I. RULE NUMBER

Title: 4 - Department of Economic Development

Division: 150 – Division of Professional Registration/State Board of Registration for the Healing Arts

Chapter: 4 - Licensing of Speech-Language Pathologists and Audiologists

Type of Rulemaking: Proposed Rule

Rule Number and Name: 4 CSR 150-4.215 Renewal of Certificate of Registration

## II. SUMMARY OF FISCAL IMPACT

| Affected Agency or Political Subdivision         | Estimated Cost of Compliance  |            |
|--|---|------------|
| State Board of Registration for the Healing Arts | Estimated Cost of Compliance for First Year of Implementation of the Rule | \$3,847.00 |
|  | Estimated Annual Cost of Compliance for the Life of the Rule              | \$4,167.80 |

## III. WORKSHEET

Expenditure of Money or Reduction in Income

| CLASSIFICATION                              | FEE AMOUNT | NUMBER IN CLASS | AGGREGATE COST    |
|---|------------|-----------------|-------------------|
| Application Printing Cost                   | \$3.26     | 240             | \$652.00          |
| Statute, Rules and Regulation Printing Cost | \$ .50     | 240             | \$100.00          |
| License Printing Cost                       | \$ .11     | 240             | \$22.00           |
| Application Mailing                         | \$1.70     | 240             | \$340.00          |
| Correspondence Mailing                      | \$ .33     | 240             | \$66.00           |
| License Mailing                             | \$ .29     | 240             | \$58.00           |
| <b>Total:</b>                               |            |                 | <b>\$1,238.00</b> |

| STAFF                   | ANNUAL SALARY | SALARY TO INCLUDE FRINGE BENEFITS | HOURLY SALARY | COST PER MINUTE | TIME PER APPLICATION | COST PER APPLICATION | TOTAL COST |
|-------------------------|---------------|-----------------------------------|---------------|-----------------|----------------------|----------------------|------------|
| Licensure Technician II | \$25,188.00   | \$32,925.75                       | \$15.83       | .26             | 15 minutes           | \$1.30               | \$286.00   |
| Director of Operations  | \$31,932.00   | \$41,741.51                       | \$20.07       | .33             | 5 minutes            | \$1.65               | \$396.00   |
| Executive Director      | \$58,215.36   | \$76,099.12                       | \$36.59       | .61             | 5 minutes            | \$3.05               | \$732.00   |
| Account Clerk II        | \$21,522.00   | \$28,133.56                       | \$13.53       | .23             | 10 minutes           | \$2.30               | \$552.00   |
| Clerk IV                | \$24,684.00   | \$32,266.92                       | \$15.51       | .26             | 3 minutes            | \$ .78               | \$187.20   |
| <b>Total:</b>           |               |                                   |               |                 |                      | <b>\$2,153.20</b>    |            |

The above staff salaries were calculated using the following formula:

Employee's salaries were calculated using their annual salary multiplied by 30.72% for fringe benefits and then was divided by 2080 hours per year to determine the hourly salary. The hourly salary was then divided by 60 minutes to determine the cost per minute. The cost per minute was then multiplied by the amount of time individual staff spent on the processing of applications for registration renewal. The total cost was based on the cost per application multiplied by the estimated 240 applications for registration renewal.

It is estimated that approximately ten (10) licensees out of the total estimated two hundred (240) licensees for renewal may be assigned for investigative review. It is further estimated that if an investigative review is assigned an investigator will devote approximately two (2) hours investigating the applicant and/or situation, collecting the necessary documents and preparing an investigative report for the board's review. This would also include approximately thirty (30) minutes of a Clerk Stenographer II to assemble this information for board review, copy the report to the board, log the investigative in the computer system, etc.

| STAFF                 | ANNUAL SALARY | SALARY TO INCLUDE FRINGE BENEFITS | HOURLY SALARY | COST PER MINUTE | TIME PER APPLICATION | COST PER APPLICATION | TOTAL COST      |
|-----------------------|---------------|-----------------------------------|---------------|-----------------|----------------------|----------------------|-----------------|
| Investigator          | \$31,344.00   | \$40,972.88                       | \$19.70       | .33             | 2 hours              | \$39.60              | \$396.00        |
| Clerk Stenographer II | \$19,260.00   | \$25,176.67                       | \$12.10       | .20             | 30 minutes           | \$6.00               | \$60.00         |
| <b>Total:</b>         |               |                                   |               |                 |                      |                      | <b>\$456.00</b> |

The above investigative staff salaries were calculated using the following formula:  
Salaries of employees involved in the investigative process were calculated using their annual salary multiplied by 30.72% for fringe benefits and then was divided by 2080 hours per year to determine the hourly salary. The hourly salary was then divided by 60 minutes to determine the cost per minute. The cost per minute was then multiplied by the amount of time individual staff spent investigating the applicant or the situations. The total cost was based on the cost per renewal of registration multiplied by an estimated ten (10) applicants out of the total estimated two hundred (240) applicants that may be assigned for investigative review.

**GRAND TOTAL FOR FIRST YEAR OF IMPLEMENTATION OF THE RULE: \$3,847.00**

**IV. ASSUMPTIONS**

- It is estimated that the following staff time will be devoted on each application for registration renewal and devoted to the following duties:

Licensure Technician II – 15 minutes per application

Duties: telephone time devoted to applicants requesting renewal forms, answering inquiries relative to the documents necessary for renewal, processing the renewal application, corresponding to the applicant acknowledging receipt of the renewal application and advising of lacking documentation, updating the file as documents are received, and reviewing the file for completion and review by the Director of Operations

Director of Operations – 5 minutes per application

Duties: review the file and supporting documentation for approval or directing the file for the review of the board.

Executive Director – 5 minutes per application

Duties: review renewal applications directed to the board for review and approval. It is estimated that ten (10) out of the estimated two hundred (240) renewal applications estimated to receive per year will require board review.

Account Clerk II – 10 minutes per application

Duties: enter fee as received and prepare a revenue transmittal, post the fee and reconcile the fee on a daily, monthly, and yearly basis

Clerk IV – 3 minutes per application

Duties: enter the fee on the daily fee log and disseminate the fee to the Licensure Supervisor.

- The board anticipates 240 individuals will apply for registration during the first year. The board estimates this renewal process will cost the board approximately \$16.03 per application.
- The public entity cost for this proposed amendment is estimated to be \$3,847.00 for the first year of implementation of the rule. The board is anticipating that 240 licensees will renew their registration during the first renewal period. Thereafter, the board will experience a biennial growth rate of 10% in licensees, which will increase the number of renewal registrations by 20 per year. The board estimates the total biennial cost will be \$4,167.80 for the life of the rule. It is anticipated that the total biennial cost will recur each year for the life of the rule, however, may vary with inflation and is expected to increase annually at the rate projected by the Legislative Oversight Committee.

**FISCAL NOTE  
PRIVATE ENTITY COST**

**I. RULE NUMBER**

**Title:** Department of Economic Development

**Division:** Division of Professional Registration/State Board of Registration for the Healing Arts

**Chapter:** 4 – Licensing of Speech-Language Pathologists and Audiologists

**Type of Rulemaking:** Proposed Rule

**Rule Number and Name:** 4 CSR 150-4.215 Renewal of Certificate of Registration

**II. SUMMARY OF FISCAL IMPACT**

| Estimate of the number of entities by class which would likely be affected by the adoption of the proposed rule: | Classification by types of the business entities which would likely be affected: | Estimate in the biennial as to the cost of compliance with the rule by the affected entities: |
|--|--|---|
| 240  | Individuals (application)  | \$4,800.00  |
| 240  | Individuals (postage)  | \$79.20   |

**Estimated Cost of Compliance for the First Year of Implementation of the Rule** **\$4,879.20**

**Estimated Biennial Cost of Compliance for the Life of the Rule** **\$5,692.40 plus a continuous biennial increase of \$813.20**

**III. WORKSHEET**

Biennial Registration Renewal Fee @ \$20.00

Postage @ \$.33

**IV. ASSUMPTIONS**

- The board anticipates 240 individuals will apply for renewal of registration during the first renewal period. The board estimates this registration process will cost each applicant approximately \$20.33.
- The private entity cost for this proposed amendment is estimated to be \$4,879.20 for the first year of implementation of the rule based upon the board’s estimate that 240 licensees will renew their registration during the first renewal period. It is anticipated that the total biennial cost will recur for the life of the rule, however, may vary with inflation and is expected to increase biennially at the rate projected by the Legislative Oversight Committee.
- The estimated biennial cost of compliance is calculated using the estimated cost of compliance for the first year of implementation of the rule plus an estimated annual growth rate of 10% in licensees. The board is anticipating an increase in the number of renewal registrants by thirty-one (31) per year. Therefore, the board estimates that the private entity cost to comply with the rule will be \$5,692.40 annually plus a continuous annual increase of \$813.20 for the life of the rule.

**Title 4—DEPARTMENT OF ECONOMIC  
DEVELOPMENT**  
**Division 150—State Board of Registration for the  
Healing Arts**  
**Chapter 6—[Licensing] Registration of Athletic  
Trainers**

**PROPOSED AMENDMENT**

**4 CSR 150-6.020 Applicants for [Licensure] Registration as Athletic Trainers.** The board is proposing to amend the title of this chapter by changing the term "Licensing" to "Registration"; amend the original purpose statement; add new sections (3), (4) and (5); and amend and renumber the remaining sections accordingly.

*PURPOSE: The purpose of this amendment is to change the terminology used throughout the rule to be consistent with the terminology of sections 334.700–334.725, RSMo and specify the documents applicants for registration must submit to the board.*

*PURPOSE: This rule provides requirements to applicants desiring [permanent licensure] registration in Missouri to practice as athletic trainers.*

**(3) All applicants for registration shall present, attached to the application, a recent photograph, not larger than three and one-half inches by five inches (3 1/2" x 5").**

**(4) All applicants shall provide a functional protocol form(s), signed by a physician licensed to practice pursuant to Chapter 334, RSMo. The protocol form shall specify what procedures the athletic trainer may perform or initiate during the physician's absence. If practicing under the direction of more than one (1) physician the applicant shall submit a functional protocol form signed by each physician.**

**(5) All applicants shall provide verification of current National Athletic Trainers Association (NATA) Certification or proof of successful completion of the Missouri Athletic Trainers Registration Examination.**

*[[3]] (6) Proof which is acceptable to the board of experience and educational quality equal to that mentioned in section 334.708.1(1), RSMo is set forth in materials which are incorporated by reference and retained at the office of the board. The materials can be summarized in that the results of a role delineation study completed [in March 1982] by the National Athletic Trainers' Association (NATA) Board of Certification in conjunction with the Professional Examination Service, New York, New York, serve as a primary basis for development of a list of competencies. The role delineation study [was] is designed to identify actual job responsibilities and tasks performed by certified athletic trainers in high schools, colleges and professional athletic organizations throughout the United States and was conducted in an attempt to establish a valid base for construction of the national certification examination for athletic trainers. The list of competencies subsequently developed by the NATA Professional Education Committee serves as a guide to the development of educational programs leading to certification as an athletic trainer and is intended to assist both instructional personnel and students in identifying knowledge and skills to be mastered. Thus, educational backgrounds of registered athletic trainers in Missouri should follow these competencies. The competencies identified are categorized according to seven (7) major tasks comprising the role of the certified athletic trainer:*

(A) Prevention of athletic injuries/illnesses;

(B) Evaluation and recognition of athletic injuries/illnesses and medical referral;

(C) First aid and emergency care;

(D) Rehabilitation and reconditioning;

(E) Organization and administration;

(F) Counseling and guidance; and

(G) Education. Although the necessary competencies identified for each major task are not stated as such, they are listed wherever appropriate according to the following commonly accepted method of classifying behavioral objectives:

1. Cognitive domain (knowledge and intellectual skills). Psychomotor domain (manipulative and motor skills) and, affective domain (attitudes and values). The materials will be made available to any interested person, upon written request, at a cost not to exceed the actual cost of reproduction.

*[[4]] (7) The board shall charge each person applying for [licensure] registration to practice as an athletic trainer an appropriate fee, which will be established by the board. The fee shall be sent with the application and in the form of a bank draft, postal money order or express money order. (Personal checks will not be accepted.)*

*AUTHORITY: sections 334.125 and 334.706[.3(2)], RSMo [1986] Supp. 1999 and 334.702, 334.704, 334.708, 334.710 and 334.712, RSMo 1994. Emergency rule filed April 5, 1985, effective April 15, 1985, expired Aug. 13, 1985. Original rule filed May 3, 1985, effective Aug. 15, 1985. Amended: Filed Jan. 31, 2000.*

*PUBLIC COST: This proposed amendment will not cost state agencies or political subdivisions more than \$500 in the aggregate.*

*PRIVATE COST: This proposed amendment will not cost private entities more than \$500 in the aggregate.*

*NOTICE TO SUBMIT COMMENTS: Anyone may file a statement in support of or in opposition to this proposed amendment with the Missouri State Board of Healing Arts—Athletic Trainers Advisory Committee, 3605 Missouri Boulevard, P.O. Box 4, Jefferson City, MO 65102. To be considered, comments must be received within thirty days after publication of this notice in the Missouri Register. No public hearing is scheduled.*

**Title 4—DEPARTMENT OF ECONOMIC  
DEVELOPMENT**  
**Division 150—State Board of Registration for the  
Healing Arts**  
**Chapter 6—Registration of Athletic Trainers**

**PROPOSED RULE**

**4 CSR 150-6.025 Examination**

*PURPOSE: This rule provides specific instructions to applicants regarding examination procedures.*

(1) The executive director will, as soon as practicable, notify applicants of the date, time and place the examination is scheduled to be held.

(2) The board shall conduct examination of applicants for registration to practice as an athletic trainer at least once each calendar year provided applicants support such administration.

(3) Any applicant detected to be seeking or giving help during the hours of the examination will be dismissed and his/her papers cancelled.

(4) To receive a passing score on the examination, the applicant must achieve the passing score recommended by the National Athletic Trainers Association or its successor. Scores from a portion of an examination taken at one (1) test administration may not be averaged with scores from any other portion of the examination taken at another test administration to achieve a passing score.

(5) An applicant may retake the examination for registration to practice as an athletic trainer upon payment of an appropriate fee established by the board.

*AUTHORITY: section 334.706, RSMo Supp. 1999. Original rule filed Jan. 31, 2000.*

*PUBLIC COST: The public entity cost for this proposed rule is estimated at \$25.89 annually for the life of the rule. It is anticipated that the cost will recur each year for the life of the rule, may vary with inflation and is expected to increase annually at the rate projected by the Legislative Oversight Committee. A detailed fiscal note, which estimates the cost of compliance with this rule, has been filed with the secretary of state.*

*PRIVATE COST: The private entity cost for this proposed rule is estimated at \$152.83 annually for the life of the rule. It is anticipated that the cost will recur each year for the life of the rule, may vary with inflation and is expected to increase annually at the rate projected by the Legislative Oversight Committee. A detailed fiscal note, which estimates the cost of compliance with this rule, has been filed with the secretary of state.*

*NOTICE TO SUBMIT COMMENTS: Anyone may file a statement in support of or in opposition to this proposed rule with the Missouri State Board of Healing Arts—Athletic Trainers Advisory Committee, 3605 Missouri Boulevard, P. O. Box 4, Jefferson City, MO 65102. To be considered, comments must be received within thirty days after publication of this notice in the **Missouri Register**. No public hearing is scheduled.*

**FISCAL NOTE  
PUBLIC ENTITY COST**

**I. RULE NUMBER**

**Title:** 4 – Department of Economic Development

**Division:** 150 - Division of Professional Registration – State Board of Registration for the Healing Arts

**Chapter:** 6 – Registration of Athletic Trainers

**Type of Rulemaking:** Proposed Rule

**Rule Number and Name:** 4 CSR 150-6.025 Examination

**II. SUMMARY OF FISCAL IMPACT**

| Affected Agency or Political Subdivision         | Estimated Annual Cost of Compliance |
|--|-------------------------------------|
| State Board of Registration for the Healing Arts | \$25.89                             |

**III. WORKSHEET**

Expenditure of Money or Reduction in Income

| CLASSIFICATION                              | FEE AMOUNT | NUMBER IN CLASS | AGGREGATE COST |
|---|------------|-----------------|----------------|
| Application Printing Cost                   | \$3.26     | 1               | \$3.26         |
| Statute, Rules and Regulation Printing Cost | \$.50      | 1               | \$.50          |
| License Printing Cost                       | \$.11      | 1               | \$.11          |
| Application Mailing                         | \$1.70     | 1               | \$1.70         |
| Correspondence Mailing                      | \$.33      | 1               | \$.33          |
| License Mailing                             | \$.29      | 1               | \$.29          |
| <b>TOTAL</b>                                |            |                 | <b>\$6.19</b>  |

| STAFF                  | ANNUAL SALARY | SALARY TO INCLUDE FRINGE BENEFITS | HOURLY SALARY | COST PER MINUTE | TIME PER APPLICATION | COST PER APPLICATION | TOTAL COST     |
|------------------------|---------------|-----------------------------------|---------------|-----------------|----------------------|----------------------|----------------|
| Licensure Technician I | \$25,188.00   | \$32,925.75                       | \$15.83       | .26             | 45 minutes           | \$11.70              | \$11.70        |
| Director of Operations | \$31,932.00   | \$41,741.51                       | \$20.07       | .33             | 15 minutes           | \$4.95               | \$4.95         |
| Executive Director     | \$58,215.36   | \$76,099.12                       | \$36.59       | .61             | 5 minutes            | \$3.05               | \$3.05         |
|                        |               |                                   |               |                 | <b>Total:</b>        |                      | <b>\$19.70</b> |

Staff salaries were calculated using the following formula:

Employee's salaries were calculated using their annual salary multiplied by 30.72% for fringe benefits and then was divided by 2080 hours per year to determine the hourly salary. The hourly salary was then divided by 60 minutes to determine the cost per minute. The cost per minute was then multiplied by the amount of time individual staff spent on the processing of applications for registration. The total cost was based on the cost per application multiplied by the estimated one (1) application.

**GRAND TOTAL FOR FIRST YEAR OF IMPLEMENTATION OF THE RULE: \$25.89**

**IV. ASSUMPTIONS**

- It is estimated that the following staff time will be devoted on each application for registration and devoted to the following duties:

## Licensure Technician I – 45 minutes per application

Duties: telephone time devoted to applicants requesting examination application forms, answering inquiries relative to the documents necessary for examination, processing the application, corresponding to the applicant acknowledging receipt of the application and advising of lacking documentation, updating the file as documents are received, and reviewing the file for completion and review by the Director of Operations

## Director of Operations – 15 minutes per application

Duties: review the file and supporting documentation for approval or directing the file for the review of the advisory committee.

## Executive Director – 5 minutes per application

Duties: review applications directed to the advisory committee and possibly board for review and approval.

- The board anticipates one (1) individual will apply for the examination annually. The board estimates this application process will cost the board approximately \$25.89 per application.
- The public entity cost for this proposed rule is estimated to be \$25.89 annually for the life of the rule. It is anticipated that the total annual cost will recur each year for the life of the rule, however, may vary with inflation and is expected to increase annually at the rate projected by the Legislative Oversight Committee.



**FISCAL NOTE  
PRIVATE ENTITY COST**

**I. RULE NUMBER**

**Title:** 4 - Department of Economic Development

**Division:** 150 - Division of Professional Registration-State Board of Registration for the Healing Arts

**Chapter:** 6 - Registration of Athletic Trainers

**Type of Rulemaking:** Propose Rule

**Rule Number and Name:** 4 CSR 150-6.025 Examination

**II. SUMMARY OF FISCAL IMPACT**

| Estimate of the number of entities by class which would likely be affected by the adoption of the proposed rule: | Classification by types of the business entities which would likely be affected: | Estimate Annual Cost of Compliance for the Life of the Rule: |
|--|--|--|
| 1  | Physician Assistant Applicants (licensure application fee)                       | \$150.00   |
| 1  | Physician Assistant Applicants (notary)  | \$2.50   |
| 1  | Physician Assistant Applicants (postage)   | \$.33  |

**Total Annual Cost for the life of the rule: \$152.83**

**III. WORKSHEET**

Licensure Application Fee @ \$150.00

Notary Fee @ \$2.50

Postage @ \$.33

**IV. ASSUMPTIONS**

1. The board estimates that approximately one (1) applicant will apply for licensure per year. The application fee is set out in 4 CSR 150-6.050.
2. It is not possible to estimate costs that an applicant could occur should the board investigate his/her background, such costs could include legal representation, delay of licensure approval, etc.
4. The private entity cost for this proposed rule is estimated to be \$152.83 annually for the life of the rule. It is anticipated that the total annual cost will recur each year for the life of the rule, however, may vary with inflation and is expected to increase annually at the rate projected by the Legislative Oversight Committee.

**Title 4—DEPARTMENT OF ECONOMIC  
DEVELOPMENT**  
**Division 150—State Board of Registration for the  
Healing Arts**  
**Chapter 6—[Licensing] Registration of Athletic  
Trainers**

**PROPOSED AMENDMENT**

**4 CSR 150-6.030 Registration by Reciprocity.** The board is proposing to amend section (2), add new sections (4)–(7), and amend the previous section (4) and renumber the remaining section accordingly.

*PURPOSE:* This amendment specifies all requirements for athletic trainers seeking registration by reciprocity; section (4) requires licensure, certification and/or registration verification from other states; section (5) requires submission of a functional protocol form identifying the physician(s) designated and agreeing to be the athletic trainer's supervisor; section (6) requires photograph submission on the application form; section (7) specifies where applications shall be submitted.

(2) *[The]* All applicants *[is]* are required to make application upon *[a]* forms prescribed by the board.

(4) All applicants shall furnish, on a form prescribed by the board, verification of registration/licensure from every state, territory or country in which the applicant has ever been registered/licensed to practice as an athletic trainer.

(5) All applicants shall provide a functional protocol form(s), signed by a physician licensed to practice pursuant to Chapter 334, RSMo. The protocol form shall specify what procedures the athletic trainer may perform or initiate during the physician's absence. If practicing under the direction of more than one (1) physician the applicant shall submit a functional protocol form signed by each physician.

(6) All applicants for reciprocity shall present, attached to the application, a recent photograph, not larger than three and one-half inches by five inches (3 1/2" x 5").

(7) All applications shall be sent to the executive director of the State Board of Registration for the Healing Arts, 3605 Missouri Boulevard, P.O. Box 4, Jefferson City, MO 65102.

*[(4)](8)* The board shall charge *[to]* an appropriate fee which will be established by the board to each person applying for registration by reciprocity as an athletic trainer. The fee shall be sent with the application and in the form of a bank draft, postal money order or express money order. (Personal checks will not be accepted.)

*AUTHORITY:* sections 334.125 and 334.706[.3(2)], RSMo [1986] Supp. 1999 and 334.702, 334.704, 334.708, 334.710 and 334.712, RSMo 1994. Emergency rule filed April 5, 1985, effective April 15, 1985, expired Aug. 13, 1985. Original rule filed May 3, 1985, effective Aug. 15, 1985. Amended: Filed April 4, 1988, effective Aug. 18, 1988. Amended: Filed Jan. 31, 2000.

*PUBLIC COST:* This proposed amendment will not cost state agencies or political subdivisions more than \$500 in the aggregate.

*PRIVATE COST:* This proposed amendment will not cost private entities more than \$500 in the aggregate.

*NOTICE TO SUBMIT COMMENTS:* Anyone may file a statement in support of or in opposition to this proposed amendment with the Missouri State Board of Healing Arts—Athletic Trainers Advisory

*Committee, 3605 Missouri Boulevard, P.O. Box 4, Jefferson City, MO 65102. To be considered, comments must be received within thirty days after publication of this notice in the Missouri Register. No public hearing is scheduled.*

**Title 4—DEPARTMENT OF ECONOMIC  
DEVELOPMENT**  
**Division 150—State Board of Registration for the  
Healing Arts**  
**Chapter 6—Registration of Athletic Trainers**

**PROPOSED RULE**

**4 CSR 150-6.060 Renewal of Registration**

*PURPOSE:* This rule provides information to athletic trainers regarding annual renewal of registration.

(1) A registration shall be renewed on or before the expiration of the registration by submitting the signed renewal notice, protocol form(s) and fee to the board. The registration fee shall be the appropriate fee established by the board.

(2) The board shall mail an application for renewal to each person registered in this state at the last known mailing address. The failure to mail the application or the failure to receive it does not, however, relieve any person of the duty to renew and to pay the fee required nor provide exemption from the penalties provided for failure to renew.

(3) All registrants shall renew with the board on the application form furnished by the board before January 30 of the year in which such registration is due for renewal.

(4) Renewal application forms postmarked by the post office January 31 or after will be considered delinquent, however, should January 30 fall on a Saturday, Sunday or legal holiday, renewal forms postmarked by the post office on the next business day will not be considered delinquent.

(5) Any person practicing as an athletic trainer without a current registration shall be subject to discipline under section 334.715, RSMo.

(6) A registrant not actively engaged in the practice of athletic training, but who wishes to renew his/her registration, must submit a statement advising the reason(s) why a protocol form is not completed.

*AUTHORITY:* sections 334.125 and 334.706, RSMo Supp. 1999 and 334.710, RSMo 1994. Original rule filed Jan. 31, 2000.

*PUBLIC COST:* The public entity cost for this proposed rule is estimated at \$518.70 for the first year of implementation of the rule. Thereafter, the board is anticipating an annual growth rate of 31 licensees per renewal period and estimates the annual cost will be \$1,037.40 plus a continuous annual increase of \$518.70 for the life of the rule. It is anticipated that the total annual cost will recur each year for the life of the rule, may vary with inflation and is expected to increase annually at the rate projected by the Legislative Oversight Committee. A detailed fiscal note, which estimates the cost of compliance with this rule, has been filed with the secretary of state.

*PRIVATE COST:* The private entity cost for this proposed rule is estimated to be \$1,560.23 for the first year of implementation of the rule based upon the board's estimate that 31 licensees will renew their registration during the first renewal period. The board

*anticipates an annual growth rate of 31 licensees per year. Therefore, the board estimates that the private entity annual cost to comply with this rule will be \$3,120.46 plus an continuous annual increase of \$1,560.23 for the life of the rule. It is anticipated that the total annual cost will recur for the life of the rule, however, may vary with inflation and is expected to increase annually at the rate projected by the Legislative Oversight Committee. A detailed fiscal note, which estimates the cost of compliance with this rule, has been filed with the secretary of state.*

**NOTICE TO SUBMIT COMMENTS:** *Anyone may file a statement in support of or in opposition to this proposed rule with the Missouri State Board of Healing Arts—Athletic Trainers Advisory Committee, 3605 Missouri Boulevard, P.O. Box 4, Jefferson City, MO 65102. To be considered, comments must be received within thirty days after publication of this notice in the Missouri Register. No public hearing is scheduled.*

**FISCAL NOTE  
PUBLIC ENTITY COST**

**I. RULE NUMBER**

Title: 4 - Department of Economic Development

Division: 150 – Division of Professional Registration/State Board of Registration for the Healing Arts

Chapter: 6 – Registration of Athletic Trainers

Type of Rulemaking: Proposed Rule

Rule Number and Name: 4 CSR 150-6.060 Renewal of Registration

**II. SUMMARY OF FISCAL IMPACT**

**Affected Agency or Political Subdivision**

**Estimated Cost of Compliance**

|  |   |   |
|--|---|---|
| State Board of Registration for the Healing Arts | Estimated Cost of Compliance for First Year of Implementation of the Rule | \$518.70  |
|  | Estimated Annual Cost of Compliance for the Life of the Rule              | \$1,037.40 annually plus a continuous annual increase of \$518.70 |

**III. WORKSHEET**

Expenditure of Money or Reduction in Income

| CLASSIFICATION                              | FEE AMOUNT | NUMBER IN CLASS | AGGREGATE COST  |
|---|------------|-----------------|-----------------|
| Application Printing Cost                   | \$3.26     | 31              | \$101.06        |
| Statute, Rules and Regulation Printing Cost | \$.50      | 31              | \$15.50         |
| License Printing Cost                       | \$.11      | 31              | \$3.41          |
| Application Mailing                         | \$1.70     | 31              | \$52.70         |
| Correspondence Mailing                      | \$.33      | 31              | \$10.23         |
| License Mailing                             | \$.29      | 31              | \$8.99          |
| <b>Total:</b>                               |            |                 | <b>\$191.89</b> |

| STAFF                   | ANNUAL SALARY | SALARY TO INCLUDE FRINGE BENEFITS | HOURLY SALARY | COST PER MINUTE | TIME PER APPLICATION | COST PER APPLICATION | TOTAL COST      |
|-------------------------|---------------|-----------------------------------|---------------|-----------------|----------------------|----------------------|-----------------|
| Licensure Technician II | \$25,188.00   | \$32,925.75                       | \$15.83       | .26             | 15 minutes           | \$1.30               | \$40.03         |
| Director of Operations  | \$31,932.00   | \$41,741.51                       | \$20.07       | .33             | 5 minutes            | \$1.65               | \$51.15         |
| Executive Director      | \$58,215.36   | \$76,099.12                       | \$36.59       | .61             | 5 minutes            | \$3.05               | \$94.55         |
| Account Clerk II        | \$21,522.00   | \$28,133.56                       | \$13.53       | .23             | 10 minutes           | \$2.30               | \$71.30         |
| Clerk IV                | \$24,684.00   | \$32,266.92                       | \$15.51       | .26             | 3 minutes            | \$.78                | \$24.18         |
| <b>Total:</b>           |               |                                   |               |                 |                      |                      | <b>\$281.21</b> |

The above staff salaries were calculated using the following formula:

Employee's salaries were calculated using their annual salary multiplied by 30.72% for fringe benefits and then was divided by 2080 hours per year to determine the hourly salary. The hourly salary was then divided by 60 minutes to determine the cost per minute. The cost per minute was then multiplied by the amount of time individual staff spent on the processing of applications for registration renewal. The total cost was based on the cost per application multiplied by the estimated thirty-one (31) applications for registration renewal.

It is estimated that approximately one (1) licensee out of the total estimated thirty-one (31) licensees for renewal may be assigned for investigative review. It is further estimated that if an investigative review is assigned an investigator will devote

approximately two (2) hours investigating the applicant and/or situation, collecting the necessary documents and preparing an investigative report for the board's review. This would also include approximately thirty (30) minutes of a Clerk Stenographer II to assemble this information for board review, copy the report to the board, log the investigative in the computer system, etc.

| STAFF                 | ANNUAL SALARY | SALARY TO INCLUDE FRINGE BENEFITS | HOURLY SALARY | COST PER MINUTE | TIME PER APPLICATION | COST PER APPLICATION | TOTAL COST     |
|-----------------------|---------------|-----------------------------------|---------------|-----------------|----------------------|----------------------|----------------|
| Investigator          | \$31,344.00   | \$40,972.88                       | \$19.70       | .33             | 2 hours              | \$39.60              | \$39.60        |
| Clerk Stenographer II | \$19,260.00   | \$25,176.67                       | \$12.10       | .20             | 30 minutes           | \$6.00               | \$6.00         |
| <b>Total:</b>         |               |                                   |               |                 |                      |                      | <b>\$45.60</b> |

The above investigative staff salaries were calculated using the following formula:

Salaries of employees involved in the investigative process were calculated using their annual salary multiplied by 30.72% for fringe benefits and then was divided by 2080 hours per year to determine the hourly salary. The hourly salary was then divided by 60 minutes to determine the cost per minute. The cost per minute was then multiplied by the amount of time individual staff spent investigating the applicant or the situations. The total cost was based on the cost per renewal of registration multiplied by an estimated one (1) licensee out of the total estimated thirty-one (31) licensees that may be assigned for investigative review.

**ANNUAL FOR THE LIFE OF THE RULE: \$518.70**

**IV. ASSUMPTIONS**

- It is estimated that the following staff time will be devoted on each application for registration renewal and devoted to the following duties:

Licensure Technician II – 15 minutes per application

Duties: telephone time devoted to applicants requesting renewal forms, answering inquiries relative to the documents necessary for renewal, processing the renewal application, corresponding to the applicant acknowledging receipt of the renewal application and advising of lacking documentation, updating the file as documents are received, and reviewing the file for completion and review by the Director of Operations

Director of Operations – 5 minutes per application

Duties: review the file and supporting documentation for approval or directing the file for the review of the board.

Executive Director – 5 minutes per application

Duties: review renewal applications directed to the board for review and approval. It is estimated that one (1) out of the estimated thirty-one (31) renewal applications estimated to receive per year will require board review.

Account Clerk II – 10 minutes per application

Duties: enter fee as received and prepare a revenue transmittal, post the fee and reconcile the fee on a daily, monthly, and yearly basis

Clerk IV – 3 minutes per application

Duties: enter the fee on the daily fee log and disseminate the fee to the Licensure Supervisor.

- The board anticipates thirty-one (31) individuals will apply for renewal annually. The board estimates this renewal process will cost the board approximately \$16.72 per application.
- The public entity cost for this proposed rule is estimated at \$518.70 for the first year of implementation of the rule. Thereafter, the board is anticipating an annual growth rate of thirty-one (31) licensees per renewal period and estimates the annual cost will be \$1,037.40 plus a continuous annual increase of \$518.70 for the life of the rule. It is anticipated that the total annual cost will recur each year for the life of the rule, may vary with inflation and is expected to increase annually at the rate projected by the Legislative Oversight Committee.

**FISCAL NOTE  
PRIVATE ENTITY COST**

**I. RULE NUMBER**

**Title:** Department of Economic Development

**Division:** Division of Professional Registration/State Board of Registration for the Healing Arts

**Chapter:** 6 – Registration of Athletic Trainers

**Type of Rulemaking:** Proposed Rule

**Rule Number and Name:** 4 CSR 150-6.060 Renewal of Registration

**II. SUMMARY OF FISCAL IMPACT**

| Estimate of the number of entities by class which would likely be affected by the adoption of the proposed rule: | Classification by types of the business entities which would likely be affected: | Estimate in the annuals to the cost of compliance with the rule by the affected entities: |
|--|--|---|
| 31   | Individuals (application)  | \$1,550.00  |
| 31   | Individuals (postage)  | \$10.23   |
|  | Estimated Cost of Compliance for First Year of Implementation of the Rule        | \$1,560.23  |
|  | Estimated Annual Cost of Compliance for the Life of the Rule                     | \$3,120.46 annually plus a continuous annual increase of \$1,560.23                       |

**III. WORKSHEET**

Annual Registration Renewal Fee @ \$50.00

Postage @ \$.33

**IV. ASSUMPTIONS**

- The board anticipates thirty-one (31) individuals will apply for renewal of registration during the first renewal period. The board estimates this registration process will cost each applicant approximately \$50.33.
- The private entity cost for this proposed rule is estimated to be \$1,560.23 for the first year of implementation of the rule based upon the board’s estimate that thirty-one (31) licensees will renew their registration during the first renewal period. The board anticipates an annual growth rate of thirty-one (31) licensees per year. Therefore, the board estimates that the private entity annual cost to comply with this rule will be \$3,120.46 plus an continuous annual increase of \$1,560.23 for the life of the rule. It is anticipated that the total annual cost will recur for the life of the rule, however, may vary with inflation and is expected to increase annually at the rate projected by the Legislative Oversight Committee.