

# **PHARMACY, BOARD OF**

## **Annual Performance Progress Report (APPR) for Fiscal Year (2013-2014)**

Original Submission Date: 2014

Finalize Date: 12/30/2014

<b>2013-2014 KPM #</b>	<b>2013-2014 Approved Key Performance Measures (KPMs)</b>
1	Percent of inspected pharmacies that are in compliance annually.
2	Percent of audited pharmacists who complete continuing education on time.
3	Percent of pharmacies inspected annually.
4	Average number of days to complete an investigation from complaint to board presentation.
5	Percent of Customers Rating Their Satisfaction With the Agency's Customer Service as "Good" or "Excellent" : Overall Customer Service, Timeliness, Accuracy, Helpfulness, Expertise, and Availability of Information.
6	Board Best Practices - Percent of total best practices met by the Board.

<b>New Delete</b>	<b>Proposed Key Performance Measures (KPM's) for Biennium 2015-2017</b>
	<b>Title:</b>  <b>Rationale:</b>

**PHARMACY, BOARD OF**

**I. EXECUTIVE SUMMARY**

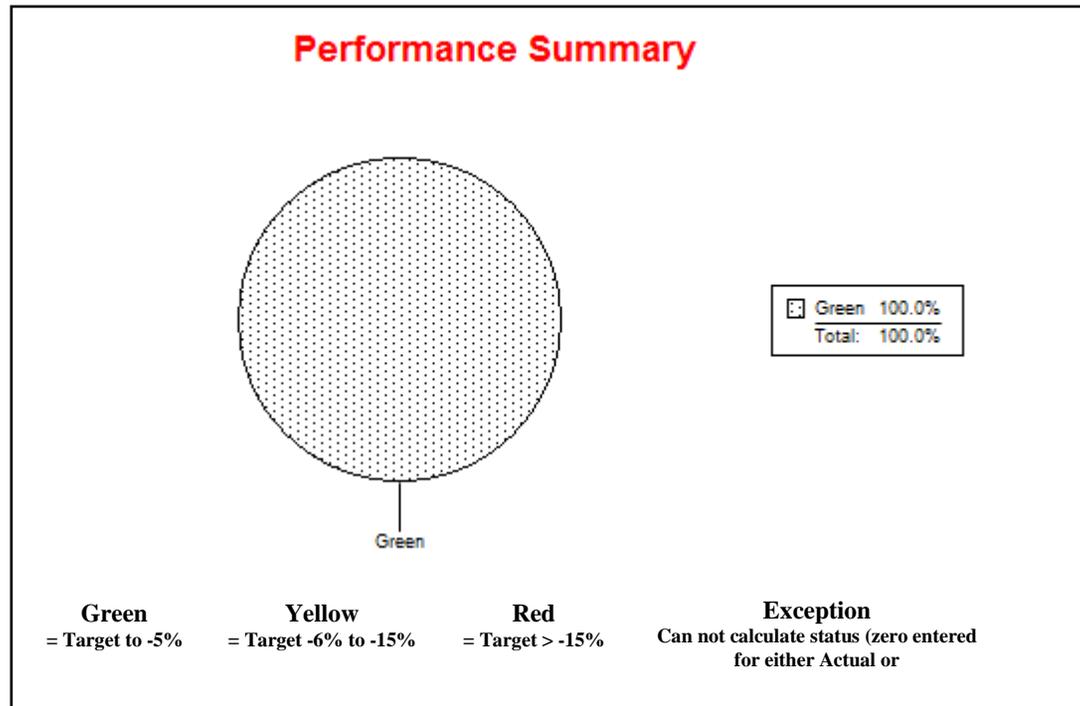
**Agency Mission:** The mission of the Oregon State Board of Pharmacy is to promote, preserve and protect the public health, safety and welfare by ensuring high standards in the practice of pharmacy and by regulating the quality, manufacture, sale and distribution of drugs.

**Contact:** Karen MacLean, Administrative Director

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**1. SCOPE OF REPORT**

The Board of Pharmacy is identified as one program. Current key performance measures specifically address issues relating to the Compliance and Licensing programs in the agency, as well as general overall agency performance for customer service and the Board's Best Practices. The Agency has four operational components: Licensing, Compliance, Administration/Operations and Board Member Meeting/Activities. This report covers calendar year 2013. The 2014 data reflects 2013 results.

## **2. THE OREGON CONTEXT**

The Board's mandate is to promote, preserve and protect the health, safety and welfare of the citizens of Oregon. The desired outcome is safe practices within the profession that result in a healthier and safer Oregon. The Board's role is to make sure that only competent individuals are allowed to practice or work in the profession and that Oregon citizens have confidence in the security and integrity of our drug supply. There are not currently any high level societal outcome measures that exist within the Oregon Benchmarks.

## **3. PERFORMANCE SUMMARY**

Goal #1: Protect Oregon consumers by regulating the practice of pharmacy and distribution of drugs - Successes: During 2013, Board staff and stakeholders worked on the development of a number of rules including: Manufacturers, Fees, Customized Patient Medication Packaging, Controlled Substances, Consulting Pharmacist Practice, Central Fill Drug Outlets, Remote Processing Drug Outlets, and Consulting or Drugless Pharmacies, Central Fill Drug Outlets, Remote Processing Drug Outlets and Consulting or Drugless Pharmacies. The Board worked to expand its communication to licensees and added several list-serves to get timely information out to licensees more quickly. The Board continues to work closely with other state agencies, Boards of Pharmacy's and the National Association of Boards of Pharmacy. The Board continues to offer "Pharmacist In Charge" or PIC Training. This training continues to be a useful outreach to help new pharmacists, especially new managing pharmacists understand their responsibilities as required by the Board. The Board continues to emphasize that it is important to complete Pharmacist Continuing Education requirements and stay current on new developments in the practice of pharmacy.

Board staff completed 100% of the pharmacy inspections in 2013. This measurement remains consistent from 2012. Having a fully trained staff facilitates success for KPM #3.

Goal #2: Provide excellent customer service - Successes: The customer service measure (KPM #5) clearly identifies in all categories that the Board continues to be rated as excellent or good. The Board observed an increase in the overall scores. We are continually striving to provide excellent service in a timely manner in all departments of our agency and strive for even better services in 2014. The Board continues to streamline processes and procedures while focusing on efficiency and effective use of resources as we serve the public. The Board's website is a primary method of communication to licensees and the public. We are able to post more lengthy documents on the website to reduce the cost of printing and mailing. Additionally, the Board continues to add public records associated with disciplinary actions going back to 2007 to the Board's license verification website for individuals and outlets. This assists in transparency and reduces the number of requests for public records. The response has been favorable.

Goal #3: Conduct business in a manner that supports a positive environment for the pharmacy industry - Successes: The Board does not currently have a performance measure attached to this goal; however, this is something that the Board considers with regularity. The Board continues to utilize stakeholder workgroups as an effective way to support a collaborative review of Administrative Rules and address topics that require specific research and stakeholder input. Stakeholders are invited to participate and have been very helpful in identifying issues that support the Board's goal to conduct business in a business friendly manner. In addition, the Board regularly evaluates what is happening in other states and federally. The Board also encourages participation at Board meetings by providing continuing education credit for attendance. Board members and staff regularly attend professional practice association meetings such as the Professional Practice Roundtable and the Statewide Pharmacy Coalition to be accessible and transparent to the profession. Board staff also hold Pharmacist-in-Charge classes

to educate licensees on Board rules and expectations.

The development of new rules mentioned above are good examples of stakeholders input and the Board updating rules to address technology and current practices.

#### **4. CHALLENGES**

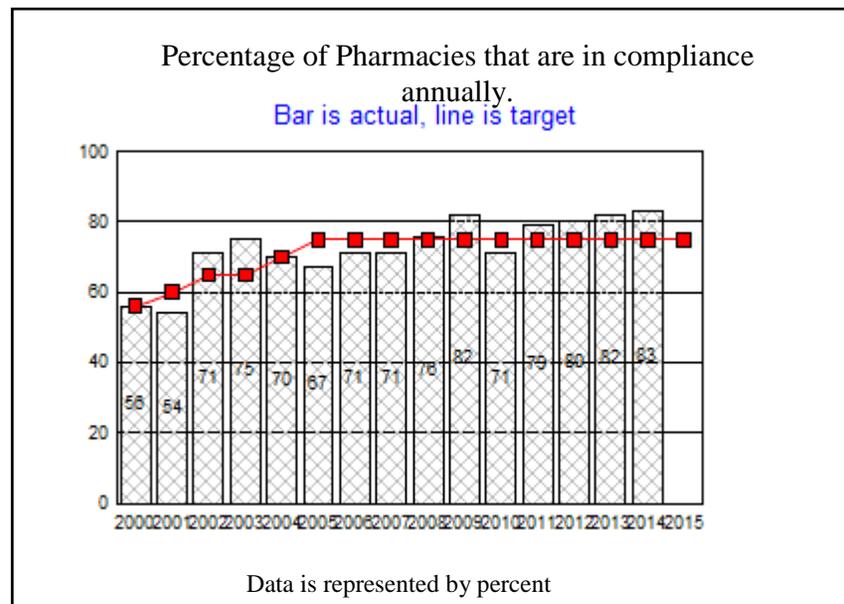
Goal #1: Protect Oregon consumers by regulating the practice of pharmacy and distribution of drugs - Prescription fraud continues to be a significant issue impacting those who practice in the pharmacy profession and has severe consequences on the citizens of the state. The Prescription Drug Monitoring Program went into effect on June 1, 2011. However, this tool has not been as widely used among practitioners as anticipated. The Board continues to encourage pharmacists and pharmacies to utilize the Prescription Drug Monitoring Program. In 2012 the Board developed a prescription fraud electronic listserve to notify pharmacists of fraudulent prescriptions and remind them of suggested best practices when dealing with a fraudulent prescription. The listserve was used frequently in 2013. As of September 23, 2014, over 64 email notifications alerting pharmacists of fraudulent activity have been sent. Prescription fraud continues to be a concern of the Board's as each fraudulent prescription takes valuable time away from pharmacy staff. This continues to trouble the Board and law enforcement alike. Additionally, the Board continues to spend time and resources on illegal internet pharmacies.

Goal #2: Provide excellent customer service -Although the overall average increased between 2012 and 2013 the Board is continually working on improving the website through frequent updating, the use of plain language, monthly reviews, and suggestions.Goal #3: Conduct business in a manner that supports a positive environment for the pharmacy industry- The biggest challenge continues to be the number of different types of licensees we regulate such as: the pharmacy industry, which includes community and hospital pharmacies, the pharmaceutical industry, which includes wholesalers and manufactures, and the practitioners/support personnel which includes pharmacists, pharmacy interns, preceptors and pharmacy technicians. These distinct categories with their diverse issues are all subject to the Board's authority and require the Board's attention. The Board also faces challenges keeping up with emerging technology. New technology requires the Board to evaluate its rules to ensure new technology is encompassed in existing rules or the development of new rules.

#### **5. RESOURCES AND EFFICIENCY**

None of the existing key performance measures specifically speak to efficiency measures, but rather to the Agency's goals. The Agency has some internal efficiency measures that were removed from the KPM's in 2005 that relate to timing of licensure processes.

<b>KPM #1</b>	Percent of inspected pharmacies that are in compliance annually.	2000
<b>Goal</b>	Protect Oregon consumers by regulating the practice of pharmacy and distribution of drugs.	
<b>Oregon Context</b>	KPM #1 - Agency mission.	
<b>Data Source</b>	Query database.	
<b>Owner</b>	Board of Pharmacy Compliance Director (971) 673-0001	



**1. OUR STRATEGY**

The Board's goal is to complete inspection of all Oregon pharmacies annually. To achieve this goal, it is necessary to have trained pharmacist Compliance

## 2. ABOUT THE TARGETS

Ideally, the target should be 100% compliance. The legislature set this target to 75%.

## 3. HOW WE ARE DOING

This performance measure indicates that the number of inspected pharmacies that were in compliance in 2013 increased slightly from 82 to 83%. This increase is relatively small, but is attributed to Board education and outreach. Such education and outreach is conducted through the Board's website, CE programs, Pharmacist in Charge classes, Pharmacist-in-Charge Self-Inspection process, Board meetings and training, as well as staff that are available for questions daily.

## 4. HOW WE COMPARE

The Board continues to promote its Self-Inspection Report that is updated regularly and required annually. The Self-Inspection Report has been a valuable tool that has assisted pharmacies in complying with Oregon laws and rules. The training class for Pharmacists-in-Charge is also valuable to pharmacists and the Board receives excellent feedback on its benefits from its licensees. The variance shows that pharmacy's compliance increased during calendar year 2013. This performance ties directly to the pharmacies maintaining compliance with agency laws and rules. This appears to compare favorably with rates of compliance with laws and rules of other Oregon agencies.

## 5. FACTORS AFFECTING RESULTS

The Compliance staff is available to respond to questions and counsel on best practices leading to compliance. Annually updated Self Inspection forms provide the pharmacists with information and references to issues the Board feels are important, reflect new rules and which leads to increased levels of compliance.

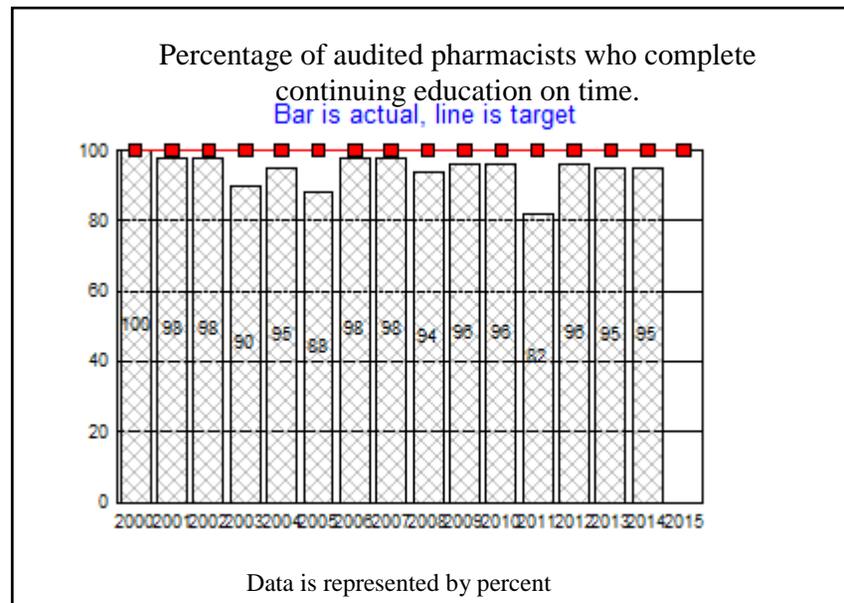
## 6. WHAT NEEDS TO BE DONE

Complete staffing in our Compliance department assists with a greater ability to serve the pharmacy community and the public. Additionally, regular updates to the Self Inspection form, based on the analysis of the compliance statistics or new rules of significance identified by the Board, help pharmacies stay in compliance.

## 7. ABOUT THE DATA

Calendar year 2013 data shows an increase in compliance for this measure. This is strong data because it is easy to determine whether the pharmacy is in or out of compliance. During inspections, Compliance staff use the Self Inspection Report to identify deficiencies and educate pharmacy managers where improvement is necessary. Pharmacies have 30 days to report back to the Board on corrections to the deficiencies. This continues to be a useful tool for the Board and pharmacies. Only those pharmacies that continue to be out of compliance after 30 days are included in this report's calculations.

<b>KPM #2</b>	Percent of audited pharmacists who complete continuing education on time.	2000
<b>Goal</b>	Protect Oregon consumers by regulating the practice of pharmacy and distribution of drugs.	
<b>Oregon Context</b>	KPM # 2 - Agency mission.	
<b>Data Source</b>	Manual review of audited licensee CE renewal data sheets.	
<b>Owner</b>	Board of Pharmacy Licensing (Administrative Director) (971) 673-0001	



**1. OUR STRATEGY**

Continuing education is one strategy to ensure pharmacist competency to practice. The Board adopted rules requiring a minimum of 15 hours of continuing education annually. The Board annually audits 10% of pharmacists for compliance.

## 2. ABOUT THE TARGETS

The 100% target is maintained because pharmacists are required to achieve 15 hours of continuing education annually in order to renew their license.

## 3. HOW WE ARE DOING

For calendar year 2013, compliance for this measure remained the same when compared to 2012. Statistics reflect that there were more individuals that were audited in 2013, this is due to a growth in the number of pharmacists licensed in Oregon. In 2013 571 pharmacists were audited while in 2012, 531 pharmacists were audited. In 2013, 31 individuals were late and 13 had to take an exam. In 2012, 26 were late and 5 had to take an exam. Any pharmacist not in compliance is subject to disciplinary action. The Board continues to emphasize the importance of keeping up with continuing education by participating in the previously mentioned Pharmacist in Charge training and various professional meetings held around the state. Staff also provides presentations on pharmacy and drug law at various professional association meetings. The Board Compliance Director also regularly reviews CE programs offered in Oregon for approval and the Compliance staff periodically audits these programs to make sure the content is appropriate for credit hours as directed by the Board.

## 4. HOW WE COMPARE

Most other Oregon health licensing boards have requirements for continuing education.

## 5. FACTORS AFFECTING RESULTS

The decreased availability of live CE programs in rural areas is a barrier to achieving the required number of hours. The availability of some CE programs on the internet and in pharmacy journals provides an alternative to attending live CE programs. Out of state pharmacists have different CE requirements and time frames than Oregon and they may miss the required audit period for our state. They usually have everything they need, but not during the right time frame.

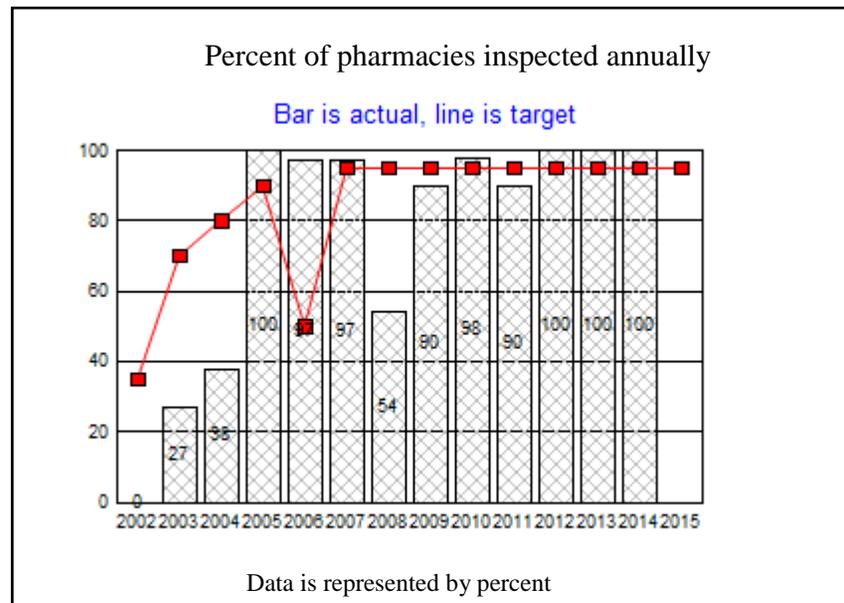
## 6. WHAT NEEDS TO BE DONE

We continue to audit pharmacists hours to ensure compliance with the CE requirement.

## 7. ABOUT THE DATA

This data reflects 10% of pharmacists audited annually. This is used to estimate compliance with the CE requirement across the profession.

<b>KPM #3</b>	Percent of pharmacies inspected annually.	2002
<b>Goal</b>	Protect Oregon consumers by regulating the practice of pharmacy and distribution of drugs.	
<b>Oregon Context</b>	KPM # 3 - Agency mission.	
<b>Data Source</b>	Query database.	
<b>Owner</b>	Board of Pharmacy Compliance Director (971) 673-0001	



**1. OUR STRATEGY**

The Board's goal is to complete inspections of all Oregon pharmacies annually. To achieve this goal, it is necessary to have positions filled with trained pharmacist Compliance staff.

**2. ABOUT THE TARGETS**

In 2013, 100% of pharmacies were inspected. This performance measure remained constant with the 2012 results of 100%. The legislative target is 95%.

**3. HOW WE ARE DOING**

All retail and institutional pharmacies were inspected in 2013. In addition, Board staff were able to inspect some other outlets as well. Performance for this measure varies depending on the Board's workload and direction to focus on inspections for other outlets the Board licenses.

**4. HOW WE COMPARE**

Our data compares favorably to other states in which on site inspections occur every second or third year; sometimes even longer.

**5. FACTORS AFFECTING RESULTS**

Having a fully staffed Compliance department where each member is trained makes a positive difference in the Board's ability to satisfy this requirement.

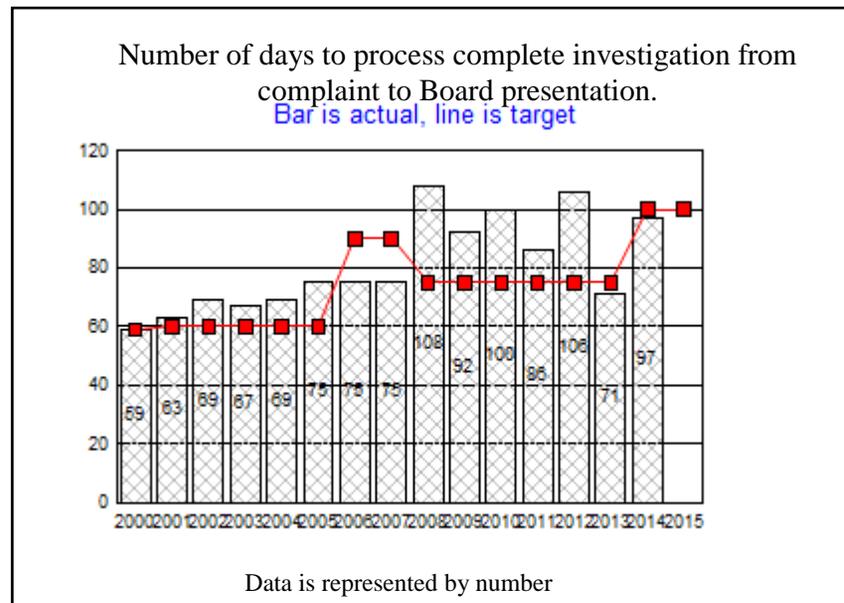
**6. WHAT NEEDS TO BE DONE**

Continue the current practice of regular pharmacy inspections.

**7. ABOUT THE DATA**

This is strong data. The pharmacy was either inspected or not.

<b>KPM #4</b>	Average number of days to complete an investigation from complaint to board presentation.	2000
<b>Goal</b>	Provide excellent customer service.	
<b>Oregon Context</b>	KPM #4 - Agency mission.	
<b>Data Source</b>	Query database.	
<b>Owner</b>	Board of Pharmacy Compliance Director (971) 673-0001	



**1. OUR STRATEGY**

Decreasing the lag time from complaint to presentation is in the public interest. The Oregon Department of Justice, law enforcement and regulatory agencies both state and federal are regular partners in the Board's investigations.

## 2. ABOUT THE TARGETS

Statutorily, staff has 120 days to present a complaint to the Board or obtain an exception. The Board's goal is to reduce the number of days between complaint to Board presentation.

## 3. HOW WE ARE DOING

Some years ago, the Board moved to bi-monthly Board Meetings in a cost saving effort, which means the opportunity to present cases occurs approximately every 60 days rather than every 30 days. The time it takes to conduct investigations, criminal background checks, and prepare reports for the Board impacts the delivery of a completed report to the Board. Depending on the complexity of the case and the organization involved, there may be corporate legal departments that the Board needs to work through in order to complete an investigation. This often creates significant delays.

## 4. HOW WE COMPARE

The results of this measure compares favorably to other Oregon regulatory boards and other state boards of pharmacy.

## 5. FACTORS AFFECTING RESULTS

2014 KPM results indicate that in calendar year 2013, on average it took more days to take a case from complaint to Board presentation. The Compliance staff has worked on streamlining its processes and works diligently with the Department of Justice to present its cases to the Board in a timely manner. Reports are frequently analyzed to determine the status of cases and expedite things as appropriate, without compromising public safety. However, complexities in cases, the responsiveness of the licensee being investigated, and workload factors affect the timeliness of when a case is brought to the Board for presentation.

## 6. WHAT NEEDS TO BE DONE

Retain staff, continue more training, and continue to evaluate investigation procedures.

## 7. ABOUT THE DATA

The Compliance staff enters the date a complaint is received or an investigation is initiated into the database. The Compliance Agenda for the Board helps us

identify when a case is presented to the Board. Statute requires cases to be presented to the Board within 120 days. Reports have been established to provide more accurate data for this measure.

<b>KPM #5</b>	Percent of Customers Rating Their Satisfaction With the Agency’s Customer Service as “Good” or “Excellent” : Overall Customer Service, Timeliness, Accuracy, Helpfulness, Expertise, and Availability of Information.	2006
<b>Goal</b>	Provide excellent customer service	
<b>Oregon Context</b>	KPM #5 - Customer Service measure added by the 2005 Legislature.	
<b>Data Source</b>	Customer service survey	
<b>Owner</b>	Board of Pharmacy Administrative Director (971) 673-0001	



**1. OUR STRATEGY**

The Board strives towards excellent customer service through the services it provides, including investigations, licensing, examinations and consumer information.

**2. ABOUT THE TARGETS**

The goal is to achieve excellence. However, licensees who are disciplined by the Board are not likely to give the Board excellent scores.

### **3. HOW WE ARE DOING**

The Board conducted monthly surveys of new licensees during this reporting period. Results indicate a high service rating in all areas.

### **4. HOW WE COMPARE**

Limited data available.

### **5. FACTORS AFFECTING RESULTS**

The 2013 survey results indicate higher scores in all areas of customer service over 2012.

### **6. WHAT NEEDS TO BE DONE**

The Agency seeks to continue excellent customer service through ongoing staff training, the use of internet resources and regularly updating the agency

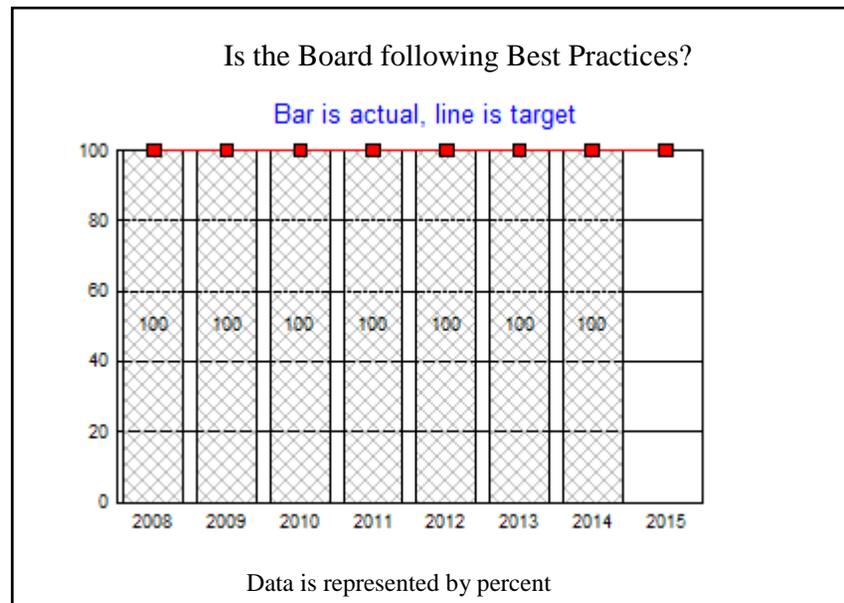
### **7. ABOUT THE DATA**

Please provide the following specific information: a) survey name; b) surveyor; b) date conducted; c) population; d) sampling frame; e) sampling procedure; f) sample characteristics; g) weighting. For clarification, see pages four through six of the Customer Service Guidance. The Board used one Customer Service Survey that was distributed and conducted as follows: The Oregon Board of Pharmacy used 2 surveys through SurveyMonkey to obtain results to the following Questions: 1. How would you rate the timeliness of services provided by the Board of Pharmacy? 2. How would you rate the ability of the Board of Pharmacy to provide services correctly the first time? 3. How would you rate the helpfulness of employees? 4. How would you rate the knowledge and expertise of Board of Pharmacy staff? 5. How would you rate the availability of information at the Oregon Board of Pharmacy? 6. How would you rate the overall quality of information and services provided by the Board of Pharmacy? 7. How does the service you received at the Oregon Board of Pharmacy compare to that provided by other states? 8. How would you rate the Oregon Board of Pharmacy's website? 9. What type of license do you hold? 10. If you have contacted the Oregon Board of Pharmacy, what method did you use?

The 2014 report results are for the 2013 calendar year. We emailed a link to the SurveyMonkey Customer Service Survey to Board customers that obtained a

new license between the dates of January 1, 2013 and December 31, 2013. These were only sent to new licensees who provided an email address. As of January 13, 2014 we emailed the link to 3,303 licensees. 118 of the email addresses came back to us as undeliverable. Of the 3185 remaining licensees that provided valid email addresses, 588 responded to the survey. 543 licensees completed the survey in its entirety. This is a response rate of 17.5% which is a decrease of 5.5% in comparison to the 2012 response rate.

<b>KPM #6</b>	Board Best Practices - Percent of total best practices met by the Board.	2007
<b>Goal</b>	To have a high level of success in following board best practices.	
<b>Oregon Context</b>	KPM #6 Board Best Practices, Legislatively added in 2007.	
<b>Data Source</b>	The Board reviews Board best practices annually.	
<b>Owner</b>	Board of Pharmacy - Administrative Director (971) 673-0001	



**1. OUR STRATEGY**

It is the Board's goal to regularly operate within the guidelines required statutorily and administratively. We regularly review new laws and rules and attend trainings to keep the Board informed.

**2. ABOUT THE TARGETS**

The Board intends to comply with all Board Best Practices.

**3. HOW WE ARE DOING**

A majority of Board members attended the Governor's training upon appointment or conducted training online via the I-Learn Board and Commission Member training that is now available. In addition, Board staff keep the Board up to date on statutory and administrative requirements. The Board is complying with all best practice areas.

**4. HOW WE COMPARE**

The Board is doing well.

**5. FACTORS AFFECTING RESULTS**

The Board Members, Executive Director and Management Staff work very well with each other.

**6. WHAT NEEDS TO BE DONE**

Continue reviewing best practice issues and educate as needed.

**7. ABOUT THE DATA**

The Board reviews the best practices each year.

<b>PHARMACY, BOARD OF</b>	<b>III. USING PERFORMANCE DATA</b>
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**Agency Mission:** The mission of the Oregon State Board of Pharmacy is to promote, preserve and protect the public health, safety and welfare by ensuring high standards in the practice of pharmacy and by regulating the quality, manufacture, sale and distribution of drugs.

<b>Contact:</b> Karen MacLean, Administrative Director	<b>Contact Phone:</b> 971-673-0001
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**The following questions indicate how performance measures and data are used for management and accountability purposes.**

<b>1. INCLUSIVITY</b>	<p>* <b>Staff :</b> The Executive Director, along with the Management staff, reviews measures annually and advises the Board. The Performance Measure Coordinator attends periodic trainings and meetings.</p> <p>* <b>Elected Officials:</b> Through the budget hearing process, legislators participate in review and revision of agency performance measures. This information is available to the public and posted on the agency website.</p> <p>* <b>Stakeholders:</b> This information is posted on the agency website and is available for review and comment. It is also reviewed annually.</p> <p>* <b>Citizens:</b> This information is posted on the agency website and available for review and comment.</p>
<b>2 MANAGING FOR RESULTS</b>	<p>Performance measures are used to develop policies and procedures that facilitate customer service and further the agency's mission to protect the health, safety and welfare of the citizens of Oregon. In order to achieve our inspection goals, Board staff continue to evaluate the most effective way to utilize the pharmacist inspector positions in order to accomplish 100% of the on-site inspections exclusively for KPM #3.</p>
<b>3 STAFF TRAINING</b>	<p>The Performance Measure Coordinator attends training as it becomes available, although that is very infrequent.</p>
<b>4 COMMUNICATING RESULTS</b>	<p>* <b>Staff :</b> The staff communicate results at Board meetings and our report is available on the agency website.</p> <p>* <b>Elected Officials:</b> Any elected official can obtain information about agency performance measures through the website. The legislative sub-committee that reviews the agency budget is also provided up to date information.</p> <p>* <b>Stakeholders:</b> These documents and Annual Report are posted at <a href="http://www.pharmacy.state.or.us">http://www.pharmacy.state.or.us</a> and available for all stakeholders to review.</p>

	<b>* Citizens:</b> All information is posted on the website, or can be received by contacting the Board office.
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# Agency Management Report

## KPMs For Reporting Year 2014

Finalize Date: 12/30/2014

Agency: PHARMACY, BOARD OF

	Green = Target to -5%	Yellow = Target -6% to -15%	Red = Target > -15%	Pending	Exception Can not calculate status (zero entered for either Actual or Target)
<b>Summary Stats:</b>	100.00%	0.00%	0.00%	0.00%	0.00%

### Detailed Report:

KPMs	Actual	Target	Status	Most Recent Year	Management Comments
1 - Percent of inspected pharmacies that are in compliance annually.	83	75	Green	2014	As the Board continues to update rules, this measure will fluctuate in performance outcomes. The Compliance staff expects to see challenges with compliance as new rules are implemented.
2 - Percent of audited pharmacists who complete continuing education on time.	95	100	Green	2014	The Board continues to emphasize the importance of continuing education to licensees.
3 - Percent of pharmacies inspected annually.	100	95	Green	2014	This measure is significantly impacted by staffing. If there are vacancies in the Compliance department, the ability to complete the annual inspections suffer. In addition, there is a growing need to inspect more than just retail and hospital pharmacies and the inspectors are beginning to expand inspections to include Pharmaceutical Wholesalers and Supervising Physician Dispensing Outlets.

# Agency Management Report

## KPMs For Reporting Year 2014

Finalize Date: 12/30/2014

KPMs	Actual	Target	Status	Most Recent Year	Management Comments
4 - Average number of days to complete an investigation from complaint to board presentation.	97	100	Green	2014	Depending on the investigation process and the timing of Board meetings, this process may take more or less time. However, the Board has been able in most cases, to meet the statutory requirement of 120 days. All pending investigations are reported to the Board at each meeting. Board staff have updated the way complaints are tracked in the database which differs from how the grand total of complaints and investigations have been calculated for this measure in the past. Today, the focus is now on complaints alone rather than including Board initiated investigations.
5 - Percent of Customers Rating Their Satisfaction With the Agency's Customer Service as "Good" or "Excellent" : Overall Customer Service, Timeliness, Accuracy, Helpfulness, Expertise, and Availability of Information.	93	85	Green	2013	Our overall average of 93% is up from 2012 by 2%. We are continually striving to provide excellent service in a timely manner in all departments of our agency. We are anticipating additional changes in our processes and training. It is our hope that these changes in 2014 will bring improvements in our processes to provide excellent customer service to the licensees and public we serve. We are continually working on updating and improving our website through frequent updating, the use of plain language, monthly reviews, and suggestions.
6 - Board Best Practices - Percent of total best practices met by the Board.	100	100	Green	2014	The Board reviews best practices annually.

This report provides high-level performance information which may not be sufficient to fully explain the complexities associated with some of the reported measurement results. Please reference the agency's most recent Annual Performance Progress Report to better understand a measure's intent, performance history, factors impacting performance and data gather and calculation methodology.