

MEMORANDUM

DATE	April 21, 2025
TO	Physician Assistant Board (Board)
FROM	Rozana Khan, Executive Officer
SUBJECT	Agenda Item 7. Executive Officer's Report

A. **Personnel**

The Board is pleased to report that it is fully staffed, with 11 authorized positions and no current vacancies.

B. **Executive Order N-15-25 Related to Fees For Licensees Impacted by Los Angeles Area Fires**

On January 29, 2025, Governor Newsom issued [Executive Order N-15-25](#), which postponed for a period of one year, renewal fees for any licensee with an expiration date occurring between January 1, 2025, and July 1, 2025, and whose residential or business address is within the impacted zip codes. Additionally, the order waives fees for duplicate or replacement licenses and provides that such replacement licenses shall be issued free of charge through January 7, 2026. It also suspends delinquency, late, and penalty fees associated with renewals for eligible licensees through July 1, 2025.

Board staff worked with the Department of Consumer Affairs (DCA) on the implementation of this Executive Order. It is important to note that renewal fees are not being waived—rather, payment may be deferred for up to one year. At this time, the impact of these temporary deferrals and fee waivers on the Board is expected to be minimal.

The Board has shared this information, along with available resources, on its website and social media platforms to help ensure that licensees are aware of the relief available under the Executive Order.

C. **Executive Order N-22-25 – Return to Office**

On March 3, 2025, Governor Newsom issued [Executive Order N-22-25](#), requiring all agencies and departments under his authority to implement a hybrid telework policy with a default minimum of four in-person workdays per week, effective July 1, 2025. Following the issuance of the Executive Order, Board staff submitted information to DCA leadership regarding the logistical implementation of the return-to-office mandate. This included confirmation that the Board has sufficient space to accommodate the increase in in-person work and can support all current employees being in the office four days per week.

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D. Controlled Substance Utilization Review and Evaluation System (CURES) Update

Effective April 1, 2025, CURES fee increased from \$9 to \$15. DCA's Office of Information Services (OIS) has implemented the updated fee into the BreEZe system. Additionally, DCA has distributed an outreach toolkit, and the Board has shared information about the CURES fee increase on its website, social media platforms, and through its listserv to ensure broad awareness among licensees and stakeholders.

E. Outreach

Lastly, on April 15, 2025, the Board published its Spring 2025 edition of the biannual INSIDER online newsletter. This interactive communication tool is designed to keep applicants, licensees, and consumers informed by sharing updates and relevant Board-related information.

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