

MEMORANDUM

DATE	August 15, 2025
TO	Physician Assistant Board (Board)
FROM	Rozana Khan, Executive Officer
SUBJECT	Agenda Item 6. Executive Officer's Report

A. **Personnel**

The Board is fully staffed, with 11 authorized positions and no current vacancies.

B. **Annual Report**

At the conclusion of fiscal year 2024–25, staff began preparing for the Board's Annual Report. This legislatively mandated report informs the Legislature, Governor's Office, Agency, and the public of the Board's accomplishments and activities over the past year. The narrative portion of the report was submitted to the Department of Consumer Affairs (DCA) on July 25, 2025. The Annual Report includes updates on legislation and regulations, licensing and enforcement statistics, staffing, Board membership, fee structures, continuing education requirements, and other program-related information. The report is currently undergoing DCA's review and approval process prior to final publication.

C. **Outreach**

On April 29, 2025, Board staff participated in the 2025 Kaiser Northern California PA Symposium, delivering a virtual presentation focused on the Board's enforcement process. The presentation provided an overview of the complaint intake, investigation, and disciplinary procedures, helping attendees better understand how the Board upholds its public protection mandate. The event brought together practicing PAs from across the Kaiser system to discuss clinical practice, professional responsibilities, and regulatory expectations. Board staff also addressed common enforcement trends and clarified licensee obligations when under investigation. Engaging with licensees in this setting supports transparency and fosters a stronger understanding of the Board's role in maintaining professional standards.

MISSION: To protect and serve consumers through licensing, education, and objective enforcement of the Physician Assistant laws and regulations.