

MEMORANDUM

DATE	November 17, 2025
TO	Physician Assistant Board (Board)
FROM	Kristy Schieldge, Regulations Counsel, Attorney IV Jasmine Dhillon, Legislative and Regulatory Specialist
SUBJECT	15. Discussion and Possible Action to Make Non-Substantive Rule Changes Per CCR, Title 1, Section 100, to Amend CCR, Title 16, Sections 1399.501, 1399.503, 1399.514, 1399.515, 1399.520, 1399.536, 1399.546, 1399.547, 1399.550, 1399.612 and 1399.616, Regarding Technical Clean-Up and Statutory Fee Changes

Background

A Section 100 rulemaking package is intended to address changes without regulatory effect and permits updating of existing regulations through a shorter procedure than what is required for a regular rulemaking. Because these nonsubstantive changes include amending the Board's office address, amending the Board's web address, removing gendered language, and amending fees to reflect recent statutory changes, Regulations Counsel and Board staff believe proposed changes would qualify for this abbreviated 1 CCR Section 100 rulemaking process.

Action Requested

Board staff requests the Board review and consider the proposed regulatory changes in Attachment 1 and the justification for those changes in Attachment 2. If the Board agrees that it should initiate the proposed Section 100 package to amend CCR, Title 16, Sections 1399.501, 1399.503, 1399.514, 1399.515, 1399.520, 1399.536, 1399.546, 1399.547, 1399.550, 1399.612 and 1399.616, it should move to make that recommendation. Suggested motion language follows:

Motion A – (To be used if the Board approves the proposed Section 100 package with no changes).

Move to approve the proposed regulatory text described in Attachment 1 and authorize the Executive Officer to take all steps necessary to pursue the rulemaking through the Title 1, CCR section 100 rulemaking process, make any non-substantive changes to the text and/or rulemaking package as needed throughout the process and to amend CCR, Title 16, Sections 1399.501, 1399.503, 1399.514, 1399.515, 1399.520, 1399.536,

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

1399.546, 1399.547, 1399.550, 1399.612 and 1399.616 as described in the proposed text.

Motion B – (To be used if the Board approves the proposed rulemaking with changes. The changes would have to be described separately as part of the recommended motion.)

Move to approve the proposed regulatory text as set forth in Attachment 1 and as amended with the following changes (describe the changes here) and authorize the Executive Officer to take all steps necessary to pursue the rulemaking through the Title 1, CCR section 100 rulemaking process, make any non-substantive changes to the text and/or rulemaking package as needed throughout the process and to amend CCR, Title 16, Sections 1399.501, 1399.503, 1399.514, 1399.515, 1399.520, 1399.536, 1399.546, 1399.547, 1399.550, 1399.612 and 1399.616 as described in the proposed text as amended at this meeting. If the Board does not wish to initiate the Section 100 package, no motion is necessary.

Attachment: 1. Section 100 Filing – Repeal of Permit Processing Times: Proposed Text to Amend Sections 1399.501, 1399.503, 1399.514 and 1399.515 of Article 1, Section 1399.520 of Article 2, Section 1399.536 of Article 3, Sections 1399.546 and 1399.547 of Article 4, Section 1399.550 of Article 5, Section 1399.612 of Article 7, and Section 1399.616 of Article 8 of Division 13.8 of Title 16 of the California Code of Regulations

2. Written Justification for Section 100 Change Without Regulatory Effect

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

Attachment 1

DEPARTMENT OF CONSUMER AFFAIRS
TITLE 16. PHYSICIAN ASSISTANT BOARD

PROPOSED REGULATORY LANGUAGE
Technical Clean-Up and Statutory Fee Changes

Legend:	Added text is indicated with an <u>underline</u> . Omitted text is indicated by (* * * *) Deleted text is indicated by strikeout .
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Amend Sections 1399.501, 1399.503, 1399.514 and 1399.515 of Article 1, Section 1399.520 of Article 2, Section 1399.536 of Article 3, Sections 1399.546 and 1399.547 of Article 4, Section 1399.550 of Article 5, Section 1399.612 of Article 7, and Section 1399.616 of Article 8 of Division 13.8 of Title 16 of the California Code of Regulations to read as follows:

Article 1. General Provisions

§ 1399.501. Location of Office.

The principal offices of the Physician Assistant Board ~~are~~is located at 2005 Evergreen Street, Suite ~~4400~~2250, Sacramento, California 95815.

NOTE: Authority cited: Section 3510, Business and Professions Code. Reference: Section ~~2049~~3510, Business and Professions Code.

§ 1399.503. Delegation of Functions.

Except for those powers reserved exclusively to the "agency itself" under the Administrative Procedure Act, Section 11500, et seq. of the Government Code, the ~~B~~board or the Medical Board of California, as the case may be, delegates and confers upon the ~~E~~executive Oefferer of the ~~B~~board, or in ~~his or her~~their absence, the designee of the ~~E~~executive Oefferer, all functions necessary to the dispatch of business of the ~~B~~board and Medical Board of California in connection with investigative and administrative proceedings under their jurisdiction, including, the ability to accept default decisions and to approve settlement agreements for the surrender or interim suspension of a license.

NOTE: Authority cited: Sections ~~2018~~ and 3510, Business and Professions Code. Reference: Sections 3528 and 3529, Business and Professions Code; and Section 11415.60, Government Code.

§ 1399.514. Renewal of License.

(a) As a condition of renewal, a licensee shall disclose whether, since the licensee last applied for renewal, ~~he or she~~they have been convicted of any violation of the law in this or any other state, the United States, or other country, omitting traffic infractions under \$500 not involving alcohol, dangerous drugs, or controlled substances.

(b) As a condition of renewal, a licensee shall disclose whether, since the licensee last applied for renewal, ~~he or she~~they have been denied a license or had a license disciplined by another licensing authority of this state, of another state, of any agency of the federal government, or of another country.

(c) Failure to comply with the requirements of this section renders any application for renewal incomplete and the license will not be renewed until the licensee demonstrates compliance with all requirements.

NOTE: Authority cited: Section 3510, Business and Professions Code. Reference: Sections 141, 490, 3504.1, 3523, 3524, 3527 and 3531, Business and Professions Code.

§ 1399.515. Retired Status.

(a) The board shall issue, upon receipt of a completed Application for Retired Status (Form PAB-RET, 01/19), which is hereby incorporated by reference, a retired license to a physician assistant who meets all of the following requirements:

(1) The applicant has been licensed by the board and is not actively engaged in practice as a physician assistant or any activity that requires them to be licensed by the board.

(2) The applicant's physician assistant license is not canceled, suspended, revoked, or otherwise punitively restricted by the board or subject to disciplinary action under the Medical Practice Act (commencing with Section 2000 of the Code), Physician Assistant Practice Act (commencing with Section 3500 of the Code), regulations adopted pursuant to those practice acts, and by the board.

(3) Beginning one (1) year from the effective date of this regulation, the applicant's license is not delinquent. If the license is in a delinquent status, the applicant may satisfy this requirement by submitting payment for all outstanding fees with the retirement status application. For the purposes of this subsection, "outstanding fees" includes all accrued renewal fees, a ~~seventy-two~~twenty-five dollar (\$~~72~~25) delinquency fee, and the mandatory fee for the Controlled Substance Utilization Review and Evaluation System (CURES) as set forth in Section 208 of the Code.

(b) The holder of a retired license:

(1) Shall be exempt from the renewal requirements described in Section 3524.5 of the Code.

(2) May restore ~~his or her~~their license to active status by: complying with the renewal requirements set forth in Section 1399.514, submitting proof of completion of continuing medical education (CME) as set forth in Section 1399.615 or proof of certification by the National Commission on Certification of Physician Assistants, submitting the license renewal fee as set forth in Section 1399.550, and submitting the mandatory fee for the Controlled Substance Utilization Review and Evaluation System (CURES) as set forth in Section 208 of the Code.

(c) The board may upon its own determination, and shall upon receipt of a complaint from any person, investigate the actions of any licensee who may be in violation of this section.

NOTE: Authority cited: Sections ~~2018~~, 3510 and 3521.3, Business and Professions Code. Reference: Sections 208, 464, 3521.1 and 3521.3, Business and Professions Code.

Article 2. Enforcement

§ 1399.520. Practice as a Physician Assistant.

No person shall practice as a physician assistant in this state unless ~~he or she is~~they are a trainee or ~~is~~are licensed to practice as a physician assistant by the board.

NOTE: Authority cited: Section 3510, Business and Professions Code. Reference: Section 2052, 2061, 3515 and 3517, Business and Professions Code.

Article 3. Education and Training

§ 1399.536. Requirements for Preceptors.

(a) "Preceptorship" is the supervised clinical practice phase of a physician assistant student's training. Each preceptorship shall include, at a minimum, supervision of the preceptee by a licensed physician preceptor. Other licensed health care providers approved by a program may serve as preceptors to supplement physician-supervised clinical practice experiences. Each preceptor participating in the preceptorship of an approved program shall:

(1) Be a licensed health care provider who is engaged in the practice of the profession for which ~~he or she is~~they are validly licensed and whose practice is sufficient to adequately expose preceptees to a full range of experience. The practice need not be restricted to an office setting but may take place in licensed facilities, such as hospitals, clinics, etc.

(2) Not have had ~~his or her~~their professional license terminated, suspended, or otherwise restricted as a result of a final disciplinary action (excluding judicial review of that action) by any state healing arts licensing board or any agency of the federal government, including the military, within 5 years immediately preceding ~~his or her~~their participation in a preceptorship.

(3) By reason of ~~his or her~~their professional education, specialty and nature of practice be sufficiently qualified to teach and supervise preceptees within the scope of ~~his or her~~their license.

(4) Teach and supervise the preceptee in accordance with the provisions and limitations of sections 1399.540 and 1399.541.

(5) Obtain the necessary patient consent as required in section 1399.538.

(b) It shall be the responsibility of the approved program to ensure that preceptors comply with the foregoing requirements.

(c) For the purposes of this section, "licensed health care provider" includes, but is not limited to, a physician and surgeon, a physician assistant, a registered nurse certified in advanced practices, a certified nurse midwife, a licensed clinical social worker, a marriage and family therapist, a licensed educational psychologist, and a licensed psychologist.

NOTE: Authority cited: Section 3510, Business and Professions Code. Reference: Sections 3509 and 3513, Business and Professions Code.

Article 4. Practice of Physician Assistants

§ 1399.546. Reporting of Physician Assistant Supervision.

(a) Each time a physician assistant provides care for a patient and enters ~~his or her~~their name, signature, initials, or computer code on a patient's record, chart or written order, the physician assistant shall also record in the medical record for that episode of care the supervising physician who is responsible for the patient. When a physician assistant transmits an oral order, ~~he or she~~they shall also state the name of the supervising physician responsible for the patient.

(b) If the electronic medical record software used by the physician assistant is designed to, and actually does, enter the name of the supervising physician for each episode of care into the patient's medical record, such automatic entry shall be sufficient for compliance with this recordkeeping requirement.

NOTE: Authority cited: Sections ~~2018~~ and 3510, Business and Professions Code.
Reference: Section 3502, Business and Professions Code.

§ 1399.547. Notification to Consumers.

(a) A licensee engaged in providing medical services shall provide notification to each patient of the fact that the licensee is licensed and regulated by the board. The notification shall include the following statement and information:

NOTIFICATION TO CONSUMERS
Physician assistants are licensed and regulated
by the Physician Assistant Board
(916) 561-8780
www.paeb.ca.gov

(b) The notification required by this section shall be provided by one of the following methods:

(1) Prominently posting the notification in an area visible to patients on the premises where the licensee provides the licensed services, in which case the notice shall be in at least 48-point type in Arial font.

(2) Including the notification in a written statement, signed and dated by the patient or the patient's representative and retained in that patient's medical records, stating the patient understands the physician assistant is licensed and regulated by the board.

(3) Including the notification in a statement on letterhead, discharge instructions, or other document given to a patient or the patient's representative, where the notice is placed immediately above the signature line for the patient in at least 14-point type.

Note: Authority cited: Section 3510, Business and Professions Code. Reference: Section 138, Business and Professions Code.

Article 5. Fees

§ 1399.550. Physician Assistant Fees.

The following fees for physician assistants are established:

Physician Assistant Board	Proposed Text	Page 5 of 8
16 CCR § 1399.501, 1399.503,	Technical Clean-Up & Statutory Fee	11/17/25
1399.514, 1399.515, 1399.520,	Changes	
1399.536, 1399.546, 1399.547,		
1399.550, 1399.612, 1399.616		

- (a) The application fee shall be ~~\$2560~~.00.
- (b) The fee for an initial license shall be \$250.00.
- (c) The fee for renewal of a license shall be \$300.00.

Note: Authority cited: Section 3510, Business and Professions Code. Reference: Section 3521.1, Business and Professions Code.

Article 7. Approved Controlled Substance Education Courses

§ 1399.612. Responsibilities of Course Providers and Attendees.

(a) A course provider of any controlled substance educational course intended to meet the requirements of section 1399.610 shall use qualified instructors and shall provide course attendees with a written course outline or syllabus, as applicable. For the purposes of this section, a qualified instructor is a person who holds a current valid license to practice in the appropriate healing arts discipline, is free from any disciplinary action by the applicable licensing jurisdiction, and is knowledgeable, current and skilled in the subject matter of the course, as evidenced through either of the following:

(1) Experience in teaching similar subject matter content within two years immediately preceding the course; or,

(2) Has at least one year experience within the last two years in the specialized area in which he or she is teaching.

(b) A controlled substance course provider shall issue a certificate of completion to each licensee who has successfully completed the course. A certificate of completion shall include the following information:

(1) Name and license number of the physician assistant.

(2) Course title and each instructor's name.

(3) Provider's name and address.

(4) Date of course completion.

(c) A controlled substance education course provider shall retain the following records for a period of four years in one location within the State of California or in a place approved by the board:

(1) Course outlines of each course given.

- (2) The date and physical location for each course given.
- (3) The examination proctored at the conclusion of each course and the score of each physician assistant who took the examination.
- (4) Course instructor curriculum vitae or resumes.
- (5) The name and license number of each physician assistant taking an approved course and a record of any certificate of completion issued to a physician assistant. A course provider shall make the records specified above available to the board upon request. A course provider may retain the records required by this subdivision in an electronic format.
- (d) A physician assistant shall make ~~his or her~~their certificate of completion available for inspection upon the request of ~~his or her~~their employer or prospective employer, supervising physician or the board.

Note: Authority cited: Sections 3502 and 3510, Business and Professions Code.
Reference: Sections 2058, 3502, 3502.1 and 3509, Business and Professions Code.

Article 8. Continuing Medical Education

§ 1399.616. Approved Continuing Medical Education Programs.

(a) Programs are approved by the Board for continuing medical education if they meet the requirements of subdivision (b) and are designated as Category I (Preapproved) by one of the following sponsors:

- (1) American Academy of Physician Assistants (AAPA).
- (2) American Medical Association (AMA).
- (3) American Osteopathic Association ~~Council on Continuing Medical Education~~ (AOAC~~CME~~).
- (4) American Academy of Family Physicians (AAFP).
- (5) Accreditation Council for Continuing Medical Education (ACCME).
- (6) A state medical society recognized by the ACCME.

(b) Beginning January 1, 2022, any continuing medical education course that includes a direct patient care component shall include curriculum that includes an understanding of implicit bias pursuant to section 3524.5 of the Code.

(c) Continuing medical education obtained from a program other than those specified in subdivision (a) shall not satisfy the continuing education requirement in subdivision (a) of section 1399.615.

NOTE: Authority cited: Section 3510, Business and Professions Code. Reference: Section 3524.5, Business and Professions Code.

Attachment 2

DEPARTMENT OF CONSUMER AFFAIRS
TITLE 16. PHYSICIAN ASSISTANT BOARD

WRITTEN JUSTIFICATION
Technical Clean-Up and Statutory Fee Changes

Amend Sections 1399.501, 1399.503, 1399.514, 1399.515, 1399.520, 1399.536, 1399.546, 1399.547, 1399.550, 1399.612 and 1399.616 of Division 13.8 of Title 16 of the California Code of Regulations (CCR)

SECTION 100 CHANGE WITHOUT REGULATORY EFFECT

Pursuant to Title 1, Division 1, Chapter 1, Article 2, Section 100(b)(3), of the California Code of Regulations (CCR), the Department of Consumer Affairs' Physician Assistant Board of California (Board) submits this written statement explaining why the proposed amendment of Sections 1399.501, 1399.503, 1399.514 and 1399.515 of Article 1, Section 1399.520 of Article 2, Section 1399.536 of Article 3, Sections 1399.546 and 1399.547 of Article 4, Section 1399.550 of Article 5, Section 1399.612 of Article 7, and Section 1399.616 of Article 8 of Division 13.8 of Title 16 of the California Code of Regulations does not materially alter any requirement, right, responsibility, condition, prescription, or other regulatory element of any CCR provision. Subject to the approval of the Office of Administrative Law, the Board would amend text in the CCR and for the following reasons as follows:

§ 1399.501. Location of Office.

The Board proposes amending CCR 1399.501 to correct the Board's suite number to reflect its current office address "2005 Evergreen Street, Suite 2250, Sacramento, California 95815" and to reflect that the Board has only one office. In addition, the regulatory note would be amended to remove reference to Business and Professions Code (BPC) section 2019 (which refers to Medical Board of California offices) and replace it with the Board's current general authority to "necessary" regulations to make corrections to its office number and location.

§ 1399.503. Delegation of Functions.

The Board proposes amending CCR 1399.503 to remove outdated requirements related to the delegation of the Board's functions under the jurisdiction of the Medical Board. The Board was originally constituted as a Committee of the Medical Board of California and this regulation was adopted during the time it was within that agency's jurisdiction. Senate Bill 1236 (Chapter 332, Statutes of 2012) changed the name of the Physician Assistant Committee to Physician Assistant Board and made it an independent agency,

effective January 1, 2013. Senate Bill (SB) 806 (Roth, Chapter 649, Statutes of 2021) further removed references to the Board remaining under jurisdiction of the Medical Board of California.

The Board currently operates as an autonomous board and does not share its Executive Officer duties with the Medical Board of California. Thus, this proposal would complete the Board's goal of eliminating any reference to it being under the jurisdiction of the Medical Board of California. The Board also proposes amending CCR 1399.503 to remove gendered language as Assembly Concurrent Resolution No. 260 of 2018 (ACR 260) urges state agencies to use gender neutral pronouns and avoid the use of gendered pronouns in drafting regulations. The Board proposes to capitalize references to the "Board" and "Executive Officer". The regulatory "Note" would also be amended to remove obsolete references to the Medical Board of California's rulemaking authority in BPC section 2018.

§ 1399.514. Renewal of License.

The Board proposes amending CCR 1399.514(a), (b) to remove gendered language as Assembly Concurrent Resolution No. 260 of 2018 (ACR 260) urges state agencies to use gender neutral pronouns and avoid the use of gendered pronouns in drafting regulations.

§ 1399.515. Retired Status.

The Board proposes amending CCR 1399.515(a)(3) to reflect the delinquency fee increase from \$25 to \$75, pursuant to the Board's sunset bill Assembly Bill (AB) 1501 (Berman, Chapter 194, Statutes of 2025). The Board proposes amending CCR 1399.515(b)(2) to remove gendered language as Assembly Concurrent Resolution No. 260 of 2018 (ACR 260) urges state agencies to use gender neutral pronouns and avoid the use of gendered pronouns in drafting regulations. The regulatory "Note" would also be amended to remove obsolete references to the Medical Board of California's rulemaking authority in BPC section 2018.

§ 1399.520. Practice as a Physician Assistant.

The Board proposes amending CCR 1399.520 to remove gendered language as Assembly Concurrent Resolution No. 260 of 2018 (ACR 260) urges state agencies to use gender neutral pronouns and avoid the use of gendered pronouns in drafting regulations and to correct corresponding grammar issues resulting from the use of the new pronoun "they" (changing "is" to "are").

§ 1399.536. Requirements for Preceptors.

The Board proposes amending CCR 1399.536(a)(1)-(3) to remove gendered language as Assembly Concurrent Resolution No. 260 of 2018 (ACR 260) urges state agencies to use gender neutral pronouns and avoid the use of gendered pronouns in drafting regulations and to correct corresponding grammar issues resulting from the use of the new pronoun "they" (changing "is" to "are").

§ 1399.546. Reporting of Physician Assistant Supervision.

The Board proposes amending CCR 1399.546(a) to remove gendered language as Assembly Concurrent Resolution No. 260 of 2018 (ACR 260) urges state agencies to use gender neutral pronouns and avoid the use of gendered pronouns in drafting regulations. The regulatory “Note” would also be amended to remove obsolete references to the Medical Board of California’s rulemaking authority in BPC section 2018.

§ 1399.547. Notification to Consumers.

The Board proposes amending CCR 1399.547(a) to remove the “c” from “pac.ca.gov” and replace it with a “b” to reflect the Board’s correct web address www.pab.ca.gov. This proposed amendment would help eliminate confusion for consumers and licensees looking to access the Board’s website and resources.

§ 1399.550. Physician Assistant Fees.

The Board proposes amending CCR 1399.550(a) to reflect the application fee increase from \$25 to \$60, pursuant to the Board’s sunset bill Assembly Bill (AB) 1501 (Berman, Chapter 194, Statutes of 2025).

§ 1399.612. Responsibilities of Course Providers and Attendees.

The Board proposes amending CCR 1399.612(d) to remove gendered language as Assembly Concurrent Resolution No. 260 of 2018 (ACR 260) urges state agencies to use gender neutral pronouns and avoid the use of gendered pronouns in drafting regulations.

§ 1399.616. Approved Continuing Medical Education Programs.

The Board is proposing to amend the continuing medical education course program name in subsection (a)(3) from “American Osteopathic Association Council on Continuing Medical Education” to “American Osteopathic Association” for accuracy. This amendment would avoid confusion regarding the purpose of the reference and prevent a clarity problem that the Board inadvertently created when it combined two organizations (AOA and the Accreditation Council for Continuing Medical Education (ACCME) – which is covered already in existing subsection (a)(5)).