

**Board of Registered Nursing
Data Supporting Fee for Request for Authorization to Practice without a California License
Form 901-A at a Sponsored Health Care Event**

Processing Procedures (Tasks)		*OA @	**KDO @	***OT @	****SSA @
	Minutes per Unit	\$0.33 per Minute	\$0.35 per Minute	\$0.38 per Minute	\$0.53 per Minute
Receive Request for Authorization Application in mailroom (process mail & deliver)	9	\$2.97			
Receive & process check in cashiering unit, create applicant record and deliver to Licensing KDO	9			\$3.15	
Receive & enter applicant information into applicant tracking system (ATS) and Process fingerprint cards	9		\$3.15		
Receive & evaluate application for approval:	52				\$27.56
<i>Review application; review all supporting documentation; verify license; prepare deficiency letters</i>					
<i>requesting additional information; prepare letter authorizing participation or denying</i>					
<i>participation; monitor application and perform other support duties; respond to inquiries;</i>					
<i>when file is complete, write "OK to Approve" on file and complete process.</i>					
Total processing time (minutes):	79				
Cost per classification:		\$2.97	\$3.15	\$3.15	\$27.56
Total Cost for staff time:					\$36.83
Overhead for 79 minutes @ \$.17 per minute (overhead = \$81 per staff per day)					\$13.43
TOTAL COST FOR PROCESSING APPLICATION:					\$50.26
* Office Assistant (OA) = \$20 per hour					
**Key Data Operator (KDO) = \$21 per hour					
***Office Technician (OT) = \$23 per hour					
****Staff Services Analyst (SSA) = \$32 per hour					