

<h1 style="margin: 0;">Regulatory Analysis Form</h1>		<p style="text-align: center;">This space for use by IRRC <b>RECEIVED</b></p> <p style="text-align: center;">1999 OCT -6 PM 12: 01</p> <p style="text-align: center;">INDEPENDENT REGULATORY REVIEW COMMISSION</p> <p style="text-align: center;"><b>McGinley</b></p> <p style="text-align: right;">* IRRC Number: 2071</p>	
<p>(1) Agency</p> <p><b>Department of State, Bureau of Professional and Occupational Affairs, State Board of Barber Examiners</b></p>			
<p>(2) I.D. Number (Governor's Office Use)</p> <p style="text-align: center;">16A-422</p>			
<p>(3) Short Title</p> <p><b>Fees</b></p>			
<p>(4) PA Code Cite</p> <p><b>49 Pa. Code, §3.103</b></p>		<p>(5) Agency Contacts &amp; Telephone Numbers</p> <p style="text-align: center;">Primary Contact: <b>Joyce McKeever - 3-7200</b></p> <p style="text-align: center;">Secondary Contact: <b>Robin Stanley - 3-7224</b></p>	
<p>(6) Type of Rulemaking (check one)</p> <p><input checked="" type="checkbox"/> Proposed Rulemaking</p> <p><input type="checkbox"/> Final Order Adopting Regulation</p> <p><input type="checkbox"/> Policy Statement</p>		<p>(7) Is a 120-Day Emergency Certification Attached?</p> <p><input checked="" type="checkbox"/> No</p> <p>Yes: By the Attorney General</p> <p>Yes: By the Governor</p>	
<p>(8) Briefly explain the regulation in clear and nontechnical language.</p> <p><b>The proposed regulation amends the fee schedule for the State Board of Barber Examiners. Based upon a recent systems audit of the operations of the Board, the fees for services to licensees were adjusted to reflect actual costs and services.</b></p>			
<p>(9) State the statutory authority for the regulation and any relevant state or federal court decisions.</p> <p style="text-align: center;"><b>Section 14 of the Barber License Law, Act of June 19, 1931, P.L. 589, 63 P.S. §564.</b></p>			

## Regulatory Analysis Form

(10) Is the regulation mandated by any federal or state law or court order, or federal regulation? If yes, cite the specific law, case or regulation, and any deadlines for action.

**Yes. The Board is required by statute to adopt regulations setting fees. See item #9 for the specific law.**

(11) Explain the compelling public interest that justifies the regulation. What is the problem it addresses?

**The enabling statute of the Board requires that the Board set fees by regulations so that revenues meet or exceed expenditures over a biennial period. The operating expenses of the Board is generally borne by the licensee population through biennial renewal revenue. Expenses related to services which are provided directly to individual licensees or applicants are excluded from general operating revenues so that only the licensee who uses a particular service pays for a service being provided to him or her. By this proposal, the cost of providing the service will be apportioned to users.**

(12) State the public health, safety, environmental or general welfare risks associated with nonregulation.

**Nonregulation could potentially adversely impact the fiscal integrity of the Board. If left unregulated, the costs of providing these services would be borne by the general licensing population, some of whom did not or would not receive a benefit from this service.**

(13) Describe who will benefit from the regulation. (Quantify the benefits as completely as possible and approximate the number of people who will benefit.)

**The barber licensing population generally will benefit by having cost of services which are utilized by only a portion of the licensees paid by those users.**

## Regulatory Analysis Form

(14) Describe who will be adversely affected by the regulation. (Quantify the adverse effects as completely as possible and approximate the number of people who will be adversely affected.)

**The Board has identified no group of individuals or entities who will be adversely affected by the regulation.**

(15) List the persons, groups or entities that will be required to comply with the regulation. (Approximate the number of people who will be required to comply.)

**Typically, barber, barber shop manager or barber teacher applicants and licensees utilizing this specific service identified will be required to comply with this proposal.**

(16) Describe the communications with and input from the public in the development and drafting of the regulation. List the persons and/or groups who were involved, if applicable.

**These proposed regulations do not place requirements on licensees concerning their conduct or compliance with state law regarding the performance of a licensing duty under licensing statutes. The proposal embodies fees which capture the cost of providing the service the licensee requests. Therefore, the information requested in this item is not applicable.**

(17) Provide a specific estimate of the costs and/or savings to the regulated community associated with compliance, including any legal, accounting or consulting procedures which may be required.

**The costs of processing various applications will be properly assessed to the applicants requesting services. See fee report form.**

## Regulatory Analysis Form

(18) Provide a specific estimate of the costs and/or savings to local governments associated with compliance, including any legal, accounting or consulting procedures which may be required.

**Local governments would not be affected by the proposed regulation.**

(19) Provide a specific estimate of the costs and/or savings to state government associated with the implementation of the regulation, including any legal, accounting, or consulting procedures which may be required.

**The Board estimates that it will not incur an increase in administrative costs associated with implementing the proposed regulation.**

## Regulatory Analysis Form

(20) In the table below, provide an estimate of the fiscal savings and costs associated with implementation and compliance for the regulated community, local government, and state government for the current year and five subsequent years.

	Current FY Year	FY +1 Year	FY +2 Year	FY +3 Year	FY +4 Year	FY +5 Year
<b>SAVINGS:</b>	\$	\$	\$	\$	\$	\$
Regulated	\$3,200.00	\$3,200.00	\$3,200.00	\$3,200.00	\$3,200.00	\$3,200.00
Local Government						
State Government						
Total Savings						
<b>COSTS:</b>						
Regulated	\$3,360.00	\$3,360.00	\$3,360.00	\$3,360.00	\$3,360.00	\$3,360.00
Local Government						
State Government						
Total Costs						
<b>REVENUE LOSSES:</b>						
Regulated						
Local Government						
State Government						
Total Revenue Losses						

(20a) Explain how the cost estimates listed above were derived.

The cost estimates are based upon the following number of persons which the Board estimates will avail themselves of the specified service over a fiscal year (one-half biennium) period multiplied by the savings or additional cost to the applicant for the service:

	<u># of people/year</u>		<u>Cost(c) or Savings (s)</u>	
a) Application for new shop	125	X	\$20(c)	= \$2,500(c)
b) Shop change - inspection required	25	X	\$20(c)	= \$500(c)
c) Reinspect after 1 <sup>st</sup> fail-new or change (shop or school)	3	X	\$40(c)	= \$120(c)
d) Application for new school	1/2	X	\$180(c)	= \$90(c)
e) License by exam (barber, barber manager, barber teacher)	320	X	\$10(s)	= \$3,200(s)
f) Barber by reciprocity	5	X	\$5(c)	= \$25(c)
g) Certification of exam scores	5	X	\$25(c)	= \$125(c)

## Regulatory Analysis Form

(20b) Provide the past three year expenditure history for programs affected by the regulation.

	1995-96	1996-97	1997-98	1998-99 Budgeted
Program	FY -3	FY -2	FY -1	Current FY
State Board of Barber Examiners	311,682.75	305,331.31	347,362.36*	345,000.00

(21) Using the cost-benefit information provided above, explain how the benefits of the regulation outweigh the adverse effects and costs.

**The proposed amendments to the existing regulations will assure that the costs of providing services will be borne by the individual who received the service.**

**\*Expenses recorded as of 9/30/98.**

(22) Describe the nonregulatory alternatives considered and the costs associated with those alternatives. Provide the reasons for their dismissal.

**No nonregulatory alternatives were considered because the Board's enabling statute requires the Board to promulgate regulations to establish fees or changes thereto.**

(23) Describe alternative regulatory schemes considered and the costs associated with those schemes. Provide the reasons for their dismissal.

**See #22 above.**

## Regulatory Analysis Form

(24) Are there any provisions that are more stringent than federal standards? If yes, identify the specific provisions and the compelling Pennsylvania interest that demands stronger regulation.

**No federal licensure standards apply.**

(25) How does this regulation compare with those of other states? Will the regulation put Pennsylvania at a competitive disadvantage with other states?

**Based upon the Board's information and belief, the proposed fees are generally consistent with the fees of other states. In any event, the fees for these services will not place Pennsylvania at a disadvantage with other states on a competitive basis.**

(26) Will the regulation affect existing or proposed regulations of the promulgating agency or other state agencies? If yes, explain and provide specific citations.

**No.**

(27) Will any public hearings or informational meetings be scheduled? Please provide the dates, times, and locations, if available.

**No.**

## Regulatory Analysis Form

(28) Will the regulation change existing reporting, record keeping, or other paperwork requirements? Describe the changes and attach copies of forms or reports which will be required as a result of implementation, if available.

**No changes to reporting, record keeping or other paperwork would be required by this proposed regulation.**

(29) Please list any special provisions which have been developed to meet the particular needs of affected groups or persons including, but not limited to, minorities, elderly, small businesses, and farmers.

**The Board has perceived no special needs of any subset of its licensees for whom special accommodations should be made.**

(30) What is the anticipated effective date of the regulation; the date by which compliance with the regulation will be required; and the date by which any required permits, licenses or other approvals must be obtained?

**The proposed regulations would become effective upon publication as final rulemaking in the Pennsylvania Bulletin.**

(31) Provide the schedule for continual review of the regulation.

**The Board reviews the cost of its programs and revenue on a fiscal year and biennial basis.**



FACE SHEET  
FOR FILING DOCUMENTS  
WITH THE LEGISLATIVE REFERENCE BUREAU  
(Pursuant to Commonwealth Documents Law)

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INDEPENDENT REGULATORY  
REVIEW COMMISSION

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#2071

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Agencies.

*Christopher J. Rosen*  
DEPUTY ATTORNEY GENERAL

Bureau of Professional and Occupational Affairs  
(AGENCY)

*Margy E. Dunlap*  
BY:

DOCUMENT/FISCAL NOTE NO. 16A-422

SEP 24 1999.

DATE OF APPROVAL

DATE OF ADOPTION:

BY:

*Richard Sciorillo*  
Richard Sciorillo

9/17/99

DATE OF APPROVAL

TITLE:

Chairman

(EXECUTIVE OFFICER, CHAIRMAN OR SECRETARY)

(Deputy General Counsel  
(Chief Counsel,  
Independent Agency  
(Strike inapplicable  
title)

[ ] Check if applicable  
Copy not approved.  
Objections attached.

[ ] Check if  
applicable. No Attorney  
General approval or  
objection within 30 day  
after submission.

NOTICE OF PROPOSED RULEMAKING  
COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE  
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS  
49 PA. CODE, CHAPTER 3  
STATE BOARD OF BARBER EXAMINERS  
FEES

The State Board of Barber Examiners (Board) proposes to amend its regulation at 49 Pa. Code §3.103 by revising certain application fees as set forth in Annex A.

A. Effective date

The amendments will be effective upon publication of the final form regulation in the Pennsylvania Bulletin.

B. Statutory Authority

The amendments are authorized under Section 14 of the Barber License Law, Act of June 19, 1931, P.L. 589, as amended, 63 P.S. §564.

C. Background and Purpose

The Barber License Law requires the Board to set fees by regulation so that revenues meet or exceed expenditures over a biennial period. General operating expenses of the Board are funded through biennial license renewal fees. Expenses related to applications or services which are provided directly to individual licensees or applicants are excluded from general operating revenues and are funded through fees in which the cost of providing the service forms the basis for the fee.

In a recent systems audit of the operations of the Board within the Bureau of Professional and Occupational Affairs, the fees for services to licensees and applicants were analyzed to determine if the fees reflected the actual cost of providing the services. Actual cost calculations are based upon the following formula:

$$\begin{array}{r} \text{number of minutes to perform the function} \\ \times \\ \text{pay rate for the classification of personnel performing the function} \\ + \\ \text{a proportionate share of administrative overhead.} \end{array}$$

The analysis determined that certain fees were insufficient to capture the actual cost of providing the service whereas certain other fees were more than sufficient to capture the cost of providing the service. For example, the proposed fee for an application for licensure as a barber, barber manager or barber teacher would be reduced from \$20 to \$10 which is the actual cost of processing this application.

In this proposal, fees for the services identified would be adjusted to allocate costs to those who use the service or application. The Board would continue to apportion the enforcement and operating costs to the general licensing population when the Board makes its biennial reconciliation of revenue and expenditures.

D. Description of Proposed Amendments

The following table outlines the affected application fees and proposed changes:

<u>Application/Service</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
Licensure of barber, barber shop manager or barber teacher	\$ 20.00	\$ 10.00
Licensure of barber by reciprocity	\$ 15.00	\$ 20.00
Licensure of barber shop	\$35.00	\$55.00
Licensure of barber school	\$100.00	\$ 280.00
Change in barber shop-inspection required	\$ 35.00	\$ 55.00
Reinspection after first fail-new or change (shop or school)	0	\$40.00
Certification of exam scores	0	\$25.00

E. Compliance with Executive Order 1996-1

In accordance with the requirements of Executive Order 1996-1 (February 6, 1996), in drafting and promulgating the regulation the Board considered the least restrictive alternative to regulate costs for services requested by licensees and applicants.

F. Fiscal Impact and Paperwork Requirements

The proposed amendments will have no adverse fiscal impact on the Commonwealth or its political subdivisions. The fees will have a modest fiscal impact on those members of the private sector who apply for services from the Board. The amendments will impose no additional paperwork requirements upon the Commonwealth, political subdivisions or the private sector.

G. Sunset Date

The Board continuously monitors the cost effectiveness of its regulations. Therefore, no sunset date has been assigned.

H. Regulatory Review

Pursuant to Section 5(a) of the Regulatory Review Act, the Act of June 30, 1989 (P.L. 73, No. 19), as amended, 71 P.S. §745.5(a), the Board submitted a copy of this proposed regulation on October 6, 1999, to the Independent Regulatory Review Commission and the Chairmen of the House Professional Licensure Committee and the Senate Consumer Protection and Professional Licensure Committee. In addition to submitting the regulation, the Board has

provided the Commission and the Committees with a copy of a detailed regulatory analysis form prepared by the Board in compliance with Executive Order 1996-1, "Regulatory Review and Promulgation." A copy of this material is available to the public upon request.

If the Commission has any objections to any portion of the proposed regulation, it will notify the Board within 10 days of the close of the Committees' review period. Such notification shall specify the regulatory review criteria which have not been met by that portion. The Act specifies detailed procedures for review, prior to final publication of the regulation, by the Board, the General Assembly and the Governor, of objections raised.

**I. Public Comment**

Interested persons are invited to submit written comments, suggestions or objections regarding the proposed amendments to Sara Sulpizio, Administrative Assistant, State Board of Barber Examiners, P. O. Box 2649, Harrisburg, PA 17105-2649, within 30 days of publication of this proposed rulemaking. Please reference No. 16A-422 (Application Fees), when submitting comments.

**Annex A**  
**Title 49. Professional and Vocational Standards**  
**Part I. Department of State**  
**Subpart A. Professional and Occupational Affairs**  
**Chapter 3. State Board of Barber Examiners**

\* \* \*

**§3.103. Fees.**

The schedule of fees charged by the Board is as follows:

Licensing examination for barber - complete.....	\$87
Licensing examination for barber - practical only.....	\$87
Licensing examination for barber - theory only.....	\$87
Licensing examination for barber - endorsement candidate.....	\$87
Licensing examination for barber teacher - complete.....	\$87
Licensing examination for barber teacher - practical only.....	\$87
Licensing examination for barber teacher - theory only.....	\$87
Licensing examination for barber shop manager.....	\$87
Licensure of barber, barber shop manager or barber teacher.....	[ \$20 ] <u>\$10</u>
Licensure of barber by reciprocity.....	[ \$15 ] <u>\$20</u>
Licensure of barber shop.....	[ \$35 ] <u>\$55</u>
Licensure of barber school.....	[ \$100 ] <u>\$280</u>
Biennial renewal of barber license.....	\$42
Biennial renewal of barber shop manager license.....	\$62
Biennial renewal of barber teacher license.....	\$67
Biennial renewal of barber shop license.....	\$72
Biennial renewal of barber school license.....	\$112
Change in barber shop-inspection required.....	[ \$35 ] <u>\$55</u>
Change in barber shop-no inspection required.....	\$15
Reinspection after first fail-new or change (shop or school).....	<u>\$40</u>
[Certification of licensure] <u>verify license/permit/registration</u> .....	\$15
<u>Certification of exam scores.....</u>	<u>\$25</u>

# FEE REPORT FORM

**Agency:** State - BPOA

**Date:** 06/09/99

**Contact:** David Williams

**Phone No.** 783-7194

## Fee Title, Rate and Estimated Collections:

Application for Licensure-Barber Shop: \$55.00

Estimated Biennial Revenue: \$13,750.00 (250 applications x \$55.00)

## Fee Description:

The fee will be charged to every applicant who applies for licensure of a barber shop.

## Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Barber Examiners to review and process a request for licensure of a barber shop and (2) defray a portion of the Board's administrative overhead.

## Fee-Related Activities and Costs:

Staff time- process application	(1.00 hr)	20.30
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BEI - inspect facility	(1.10 hr)	25.51
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Administrative Overhead:		<u>8.08</u>
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Total Estimated Cost:	\$53.89
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Proposed Fee:	\$55.00
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## Analysis, Comment, and Recommendation:

It is recommended that a fee of \$55.00 be established for processing an application for licensure of a barber shop.

**Board staff:** Receives application, reviews for completeness, contacts applicant to obtain any missing information and/or documents, forwards to Bureau of Enforcement and Investigation for inspection of facility. BEI conducts inspection, forwards report to board staff who issue license if requirements are met or letter of discrepancy if unmet.

# FEE REPORT FORM

**Agency:** State - BPOA

**Date:** 06/09/99

**Contact:** David Williams

**Phone No.** 783-7194

## Fee Title, Rate and Estimated Collections:

Barber Shop Change-Inspection Required: \$55.00

Estimated Biennial Revenue: \$2,750.00 (50 applications x \$55.00)

## Fee Description:

The fee will be charged to every applicant who requests change of an existing barber shop that requires an inspection.

## Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Barber Examiners to review and process a request for change to an existing barber shop that requires an inspection and (2) defray a portion of the Board's administrative overhead.

## Fee-Related Activities and Costs:

Staff time- process application	(1.00 hr)	20.30
BEI - inspect facility	(1.10 hr)	25.51
Administrative Overhead:		<u>8.08</u>

Total Estimated Cost: \$53.89

Proposed Fee: \$55.00

## Analysis, Comment, and Recommendation:

It is recommended that a fee of \$55.00 be established for processing an application for change to an existing barber shop that requires an inspection.



Board staff: Receives application, reviews for completeness, contacts applicant to obtain any missing information and/or documents, forwards to Bureau of Enforcement and Investigation for inspection of facility. BEI conducts inspection, forwards report to board, staff updates information on computer and issues license if requirements are met or letter of discrepancy if unmet.

# FEE REPORT FORM

**Agency:** State - BPOA

**Date:** 06/09/99

**Contact:** David Williams

**Phone No.** 783-7194

## Fee Title, Rate and Estimated Collections:

Shop Re-Inspection after 1<sup>st</sup> fail - new shop or change: \$40.00

Estimated Biennial Revenue: \$200.00 (5 applications x \$40.00)

## Fee Description:

The fee will be charged to every applicant to re-inspect a shop following first failure.

## Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Barber Examiners to perform a re-inspection after 1<sup>st</sup> failure for a new or change to existing barber shop and (2) defray a portion of the Board's administrative overhead.

## Fee-Related Activities and Costs:

Staff time- process request	(.17 hr)	3.38
BEI - inspect facility	(1.10 hr)	25.51
Administrative Overhead:		<u>8.08</u>
	Total Estimated Cost:	\$36.97
	Proposed Fee:	\$40.00

## Analysis, Comment, and Recommendation:

It is recommended that a fee of \$40.00 be established for performing a re-inspection of a barber shop after 1<sup>st</sup> failure.

Board Staff - receives notification from applicant that deficiencies found at first inspection have been corrected, notifies Bureau of Enforcement to conduct inspection, report is forwarded to board, staff updates information on computer and issues license if requirements are met or letter of discrepancy if unmet.

## FEE REPORT FORM

**Agency:** State - BPOA

**Date:** 06/09/99

**Contact:** David Williams

**Phone No.** 783-7194

### Fee Title, Rate and Estimated Collections:

Re-inspect New or Relocated Barber School after 1<sup>st</sup> failure: \$40.00

Estimated Biennial Revenue: \$40.00 (1 application x \$40.00)

### Fee Description:

The fee will be charged each time a re-inspection is required to determine compliance with regulations for a new or relocated barber school after 1<sup>st</sup> failure.

### Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Barber Examiners to re-inspect a new or relocated barber school after 1<sup>st</sup> failure and (2) defray a portion of the Board's administrative overhead.

### Fee-Related Activities and Costs:

Staff time-prepare application	(.02 hr)	3.38
BEI - inspect facility	(1.10hr)	25.51
Administrative Overhead:		<u>8.08</u>
	Total Estimated Cost:	\$ 36.97
	Proposed Fee:	\$ 40.00

### Analysis, Comment, and Recommendation:

It is recommended that a fee of \$40.00 be established to conduct a re-inspection of a barber school after 1<sup>st</sup> failure.

**Page 2 Re-inspect New or Relocated Barber School after 1<sup>st</sup> Failure:      Date:06/09/99**

Board Staff - receives notification that deficiency has been corrected, notifies BEI to schedule inspection, BEI forwards inspection to board, who issue license if requirements are met or letter of discrepancy if unmet.

## FEE REPORT FORM

**Agency:** State - BPOA

**Date:** 06/09/99

**Contact:** David Williams

**Phone No.** 783-7194

### Fee Title, Rate and Estimated Collections:

License Application-Barber, Manager or Teacher: \$10.00

Estimated Biennial Revenue: \$6,400.00 (640 applications x \$10.00)

### Fee Description:

The fee will be charged to every applicant who applies for licensure as a Barber, Manager or Teacher

### Fee Objective:

The fee should offset the identifiable costs incurred by the State Board of Barber Examiners to review and process a request for licensure for a Barber, Manager or Teacher and (2) defray a portion of the Board's administrative overhead.

### Fee-Related Activities and Costs:

Board Staff - process application	(0.08)	1.62
Administrative Overhead:		<u>8.08</u>
	Total Estimated Cost:	\$ 9.70
	Proposed Fee:	\$10.00

### Analysis, Comment, and Recommendation:

It is recommended that a fee of \$10.00 be established for processing an application for licensure as a Barber, Manager or Teacher.

**Page 2 Application for Licensure- Barber, Manager or Teacher Date: 06/09/99**

Board staff: Receives roster and computer tape of passing candidates from test contractor, forwards tape to M I S (Management Information Systems) for update into license computer system and production of a display license and wallet card. Printed document is sent to the Bureau's mailing contractor for processing and mailing to licensee. The administrative overhead charge offsets expenses such as rent, phones, mailroom/microfilm services that are charged to each board based on a licensee population.

## FEE REPORT FORM

**Agency:** State - BPOA

**Date:** 06/09/99

**Contact:** David Williams

**Phone No.** 783-7194

### Fee Title, Rate and Estimated Collections:

Application for Licensure of Barber School: \$335.00

Estimated Biennial Revenue: \$335.00 (1 application x \$335.00)

### Fee Description:

The fee will be charged to every applicant for licensure of a new barber school.

### Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Barber Examiners to process a license application for a new barber school and (2) defray a portion of the Board's administrative overhead.

### Fee-Related Activities and Costs:

Staff time-prepare application	(1.00 hr)	20.30
Board Administrator - process app	(1.00 hr)	30.20
BEI - inspect facility	(1.10 hr)	25.51
Board Meeting - discuss/vote	(0.50 hr)	195.50
Administrative Overhead:		<u>8.08</u>
	Total Estimated Cost:	\$279.59
	Proposed Fee:	\$280.00

### Analysis, Comment, and Recommendation:

It is recommended that a fee of \$280.00 be established for processing an application for licensure of a new barber school.



Board Staff - receives application, reviews for completeness, contacts applicant to request any missing information and/or documents, forwards to Board Administrator for technical review and presentation at board meeting to evaluate qualifications. Following discussion and vote, if approved, BEI is notified to conduct inspection or applicant is notified of deficiency. After inspection, report is forwarded to board, who issue license if requirements are met or letter of discrepancy if unmet.

# FEE REPORT FORM

**Agency:** State - BPOA

**Date:** 06/09/99

**Contact:** David Williams

**Phone No.** 783-7194

## Fee Title, Rate and Estimated Collections:

Application for Barber License by Reciprocity: \$20.00

Estimated Biennial Revenue: \$200.00 (10 application x \$20.00)

## Fee Description:

The fee will be charged to every applicant for Barber license by reciprocity.

## Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Barber Examiners to process an application for Barber license by reciprocity and (2) defray a portion of the Board's administrative overhead.

## Fee-Related Activities and Costs:

Staff time-process application	(.50 hr)	10.15
Administrative Overhead:		<u>8.08</u>
	Total Estimated Cost:	\$ 18.23
	Proposed Fee:	\$ 20.00

## Analysis, Comment, and Recommendation:

It is recommended that a fee of \$20.00 be established for processing an application for Barber license by reciprocity.

Board Staff - receives application, reviews for completeness, contacts applicant to request any missing information and/or documents, issues license through computer when application is complete.

# FEE REPORT FORM

**Agency:** State - BPOA

**Date:** 06/09/99

**Contact:** David Williams

**Phone No.** 783-7194

## Fee Title, Rate and Estimated Collections:

Certification of Examination Scores: \$25.00

Estimated Biennial Revenue: \$250.00 (10 certifications x \$25.00)

## Fee Description:

The fee will be charged to every applicant who requests certification of examination scores.

## Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Barber Examiners to review and process a request for certification and (2) defray a portion of the Board's administrative overhead.

## Fee-Related Activities and Costs:

Staff time- process request for certification (.75 hr)	15.23
Bureau Average Administrative Overhead:	9.76
Total Estimated Cost:	<u>\$24.99</u>
Proposed Fee:	\$25.00

## Analysis, Comment, and Recommendation:

It is recommended that a fee of \$25.00 be established for certification of examination scores.

**Board Staff:** Reviews request for certification; researches computer and microfilm files to retrieve pertinent information, transfers that information onto document submitted by requester, affixes Bureau seal onto documents, forwards as instructed by applicant.

# FEE REPORT FORM

**Agency:** State - BPOA

**Date:** 06/09/99

**Contact:** David Williams

**Phone No.** 783-7194

## Fee Title, Rate and Estimated Collections:

Certify Student Training Hours: \$30.00

Estimated Biennial Revenue: \$600.00 (20 applications x \$30.00)

## Fee Description:

The fee will be charged to every applicant for certification of student training hours.

## Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Barber Examiners to process a request for certification of student training hours and (2) defray a portion of the Board's administrative overhead.

## Fee-Related Activities and Costs:

Staff time-process application	(1.00 hr)	20.30
Administrative Overhead:		<u>8.08</u>
	Total Estimated Cost:	\$ 28.38
	Proposed Fee:	\$ 30.00

## Analysis, Comment, and Recommendation:

It is recommended that a fee of \$30.00 be established for processing a request for certification of student training hours.

**Page 2**

**Certify Student Training Hours**

**Date:06/09/99**

Board Staff - receives request for certification of approved training hours recorded in Pennsylvania, researches files, rosters, microfilm and/or or sources to obtained data, transfer information onto document submitted by applicant, mails as instructed.

# FEE REPORT FORM

**Agency:** State - BPOA

**Date:** 06/09/99

**Contact:** David Williams

**Phone No.** 783-7194

## Fee Title, Rate and Estimated Collections:

Registration of Student Training in Barber Shop: \$20.00

Estimated Biennial Revenue: \$400.00 (20 application x \$20.00)

## Fee Description:

The fee will be charged to every student registering for training in a Barber Shop.

## Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Board of Barber Examiners to process a registration for student training and (2) defray a portion of the Board's administrative overhead.

## Fee-Related Activities and Costs:

Staff time-process application ( .50 hr)	10.15
Administrative Overhead:	<u>8.08</u>
Total Estimated Cost:	\$ 18.23
Proposed Fee:	\$ 20.00

## Analysis, Comment, and Recommendation:

It is recommended that a fee of \$20.00 be established for processing a registration for student training.



Board Staff - receives application, reviews for completeness, contacts applicant to request any missing information and/or documents, issues registration when application is complete.



**COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE  
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS  
STATE BOARD OF BARBER EXAMINERS**

**Post Office Box 2649  
Harrisburg, Pennsylvania 17105-2649  
(717) 783-3402**

**October 6, 1999**

The Honorable John R. McGinley, Jr., Chairman  
INDEPENDENT REGULATORY REVIEW COMMISSION  
14<sup>th</sup> Floor, Harristown 2  
333 Market Street  
Harrisburg, Pennsylvania 17101


**Re: Proposed Regulation  
State Board of Barber Examiners  
Application Fees: 16A-422**

Dear Chairman McGinley:

Enclosed is a copy of a proposed rulemaking package of the State Board of Barber Examiners pertaining to application fees.

The Board will be pleased to provide whatever information the Commission may require during the course of its review of the rulemaking.

Sincerely,

  
Richard Sciorillo, Chairman  
State Board of Barber Examiners

RS/BSM:hmb

Enclosure

c: Kim Pizzingrilli, Secretary of the Commonwealth  
Department of State  
C. Michael Weaver, Deputy Secretary for Regulatory Programs  
Department of State  
Steven V. Turner, Chief Counsel  
Department of State  
Dorothy Childress, Commissioner  
Bureau of Professional and Occupational Affairs  
Joyce McKeeever, Deputy Chief Counsel  
Department of State  
Herbert Abramson, Senior Counsel in Charge  
Bureau of Professional and Occupational Affairs  
Beth Sender Michlovitz, Counsel  
State Board of Barber Examiners  
State Board of Barber Examiners

**TRANSMITTAL SHEET FOR REGULATIONS SUBJECT TO THE  
REGULATORY REVIEW ACT**

**RECEIVED**

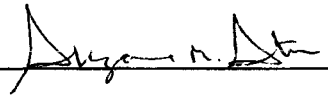
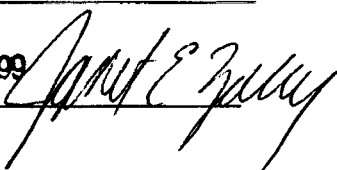
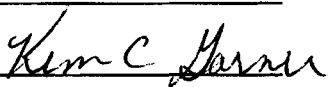

I.D. NUMBER: 16A-422  
SUBJECT: State Board of Barber Examiners - Fees  
AGENCY: DEPARTMENT OF STATE

1999 OCT -6 PM 2: 01  
INDEPENDENT REGULATORY  
REVIEW COMMISSION

**TYPE OF REGULATION**

- X Proposed Regulation
- Final Regulation
- Final Regulation with Notice of Proposed Rulemaking Omitted
- 120-day Emergency Certification of the Attorney General
- 120-day Emergency Certification of the Governor
- Delivery of Tolled Regulation
- a. With Revisions                      b. Without Revisions

**FILING OF REGULATION**

DATE	SIGNATURE	DESIGNATION
10-16-99		HOUSE COMMITTEE ON PROFESSIONAL LICENSURE
OCT 06 1999		SENATE COMMITTEE ON CONSUMER PROTECTION & PROFESSIONAL LICENSURE
10/6/99		INDEPENDENT REGULATORY REVIEW COMMISSION
		ATTORNEY GENERAL
12/14/99		LEGISLATIVE REFERENCE BUREAU

September 30, 1999