

Instructions for Completing the Request for Fees Form

The spreadsheet is a summary of your fee requests. Fees should be shown at the level for which authorization needs to be provided. Detail should be included in the required decision package. The spreadsheet consists of the following information:

Agency # Enter the 3 digit agency code on each line. For agencies that submit budgets at program level, also include the program code if it is relevant.

Agency Name Enter the agency name on each line. Individual agency spreadsheets will be combined in a statewide master, so each fee needs to be identified by agency.

Fee Code Enter the 4 digit fee code from the 2016 Fee Inventory. If fees are shown at the fee group level, enter the fee group code.

Fee Name Enter the corresponding fee name or fee group name.

Is a bill required? Unless otherwise exempted, fees may only be imposed or increased if approved by the legislature. Request legislation is not required for any new fee or increased fee if an agency already has existing statutory authority to impose or increase that fee.

Z-Draft # If request legislation is required, enter the Z-draft number. If you don't have a Z-draft yet, enter "Pending".

New, Increased, Continued Enter "New" for a proposed new fee, "Increased" for a proposed increase to an existing fee, or "Continued" to reauthorize an expiring fee.

Incremental Revenue Enter dollars in thousands for each fiscal year. These dollars should match the revenue submitted with your budget request.

GF-S/Other Funds Enter dollars in the appropriate columns to identify General Fund-State revenue or Other Funds revenue. In the Explanation column, identify the other accounts.

Tied to Expenditure Change? Does this fee change request support new or existing expenditures? Is the increase tied to a cut or fund shift?

Fee Payer Position Who initiated this request: Fee payers or the agency? Do fee payers support the change? Do they oppose it?

Explanation of the Change Provide context for the change. Include rate changes, methodology changes, the percentage increase, changes in who pays, whether the program is self-supported by fees, and other relevant information.

Comments If you have additional comments, show them at the bottom of the spreadsheet. Identify the fee code to which the comment relates. |

Do not add or delete columns.

Data will wrap if it is too wide for the column.

If you need more rows, insert them between the heading row and the Comments row.

Questions? Contact your assigned OFM analyst or Budget Operations at op@ofm.wa.gov or 360 902-0555.

**State of Washington
Request for Fees or Taxes
2021-23 Biennium**

AGENCY

Agy #	Agency Name	Fee Code	Name of Fee or Tax	Is a bill required?	Z-Draft # (or Pending)	New, Increased, Continued?	Incremental Revenue Dollars in Thousands				Tied to Expenditure Change?
							GF-S		Other Funds		
							FY 2022	FY 2023	FY 2022	FY 2023	
240	Dept. of Licensing	New	Prescription Monitoring Program Fees	Bill	Z-0669.2	New				190	Supports new expenditures. See RecSum PL-MP
240	Dept. of Licensing	55-55	Adult Family Home Fees	Bill	Pending	Increased				3,839	New fees enable a fund shift from GFS to dedicated acct. RecSum PL-AD

Additional Comments

Code	Title
240	Dept. of Licensing

Fee Payer Position	Explanation of Change See Instructions
Fee payers requested changes and support the fees	Revenue from fees will replace depleted federal grant funds. The \$11 fee will commence 3/1/21 for health professionals including naturopathic physicians, optometrists, osteopathic physicians, osteopathic physician assistants, pharmacists, physicians, physician assistants, podiatrists, dentists, and registered nurse practitioners. It will be deposited to the Health Professions Account
Dept. initiated fee increase. Fee payers oppose	This increase would allow fees to fully cover the costs of the Adult Family Home oversight, thereby eliminating the GFS subsidy for licensing activities. Fees would change from \$175 to \$375 in the second year of the biennium in order to bring them up to 100 percent of cost recovery. New account created in the proposed bill.

State of Washington
Request for Fees
2021-23 Biennium

AGENCY

Agy #	Agency Name	Fee Code	Name of Fee	Is a bill required?	Z-Draft # (or Pending)	New, Increased, Continued?	Incremental Revenue Dollars in Thousands				Tied to Expenditure Change?
							GF-S		Other Funds		
							FY 2022	FY 2023	FY 2022	FY 2023	
303	Department of Health	4050	Ocularist	N	n/a	Increased	-	-	5	5	Existing
303	Department of Health	7321	Counselor - Certified Advisor	N	n/a	Increased	-	-	2	2	Existing
303	Department of Health	7322	Counselor - Certified	N	n/a	Increased	-	-	140	132	Existing
303	Department of Health	6090	Nursing Home Administrator	N	n/a	Increased	-	-	89	86	Existing
303	DOH	2670	Large Onsite Sewage Systems	N	n/a	Increased			419	419	This fee increase was to support software upgrades and staffing.

Code	Title
303	Department of Health

Fee Payer Position	Explanation of Change See Instructions
Agency/Support	Fee increase to support the current cost of regulating the program (RCW 43.70.250) Estimated implementation April 1, 2021
Agency/Neutral	Fee increase to support the current cost of regulating the program (RCW 43.70.250) Estimated implementation April 1, 2021
Agency/Neutral	Fee increase to support the current cost of regulating the program (RCW 43.70.250) Estimated implementation April 1, 2021
Agency/Neutral	Fee increase to support the current cost of regulating the program (RCW 43.70.250) Estimated implementation April 1, 2021
DOH initiated the fee increase. DOH notified all LOSS on its GovDelivery list. DOH received a number of comments from IOSS owners opposing the fee increase.	Operating Permit Fees: Effective July 1, 2020 Base fee \$150 to \$450. Effective July 1, 2021 from \$450 to \$608. LOSS Design Flow Fee: Effective July 1, 2020 \$0.01 to \$0.03 per gallon. Effective July 1, 2021 \$0.03 to \$0.0405. Program revenue was insufficient to cover program costs.

Fund	Major Group/Major Source (i.e. 02-52)
02G	02-75
02G	02-07
02G	02-07
02G	02-64
001	05-97

