

**LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
DEPARTMENT OF HEALTH AND HOSPITALS
STATE OF LOUISIANA**

**Basic Financial Statements
and Independent Auditors' Reports**

**As of and for the Year Ended June 30, 2004
With Supplemental Information**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 9.1.04

Louisiana State Board of Practical Nurse Examiners
3421 North Causeway Blvd., Suite 505
Metairie, Louisiana 70002
(504) 838-5791

GOVERNING BOARD

As of June 30, 2004

<u>Board Member</u>	<u>Expiration of Term</u>
Ruby Chancellor, L.P.N.	July 1, 2009
R. Connelley, R.N.	July 1, 2009
Gwendolyn Dunn	July 1, 2008
Sharron K. Fore	July 1, 2008
Bobby G. Fulmer, M.D.	July 1, 2005
Patricia Juneau, R.N.	July 1, 2005
Ann Laws, R.N.	July 1, 2008
Rebecca Nelson, L.P.N.	July 1, 2008
Rose Passantino, L.P.N.	July 1, 2008
William Sonnier, Jr., M.D.	July 1, 2008
Eugene St. Martin, M.D.	July 1, 2008
I. C. Turnley, M.D.	July 1 2008

Claire Glaviano, Executive Director

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INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS

Board Members of
Louisiana State Board of Practical Nurse Examiners
Department of Health and Hospitals
State of Louisiana
Metairie, Louisiana

We have audited the accompanying basic financial statements of the **Louisiana State Board of Practical Nurse Examiners**, a component unit of the State of Louisiana, as of and for the year ended June 30, 2004, as listed in the Table of Contents. These basic financial statements are the responsibility of **Louisiana State Board of Practical Nurse Examiners** management. Our responsibility is to express an opinion on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *Louisiana Governmental Audit Guide*. Those standards and the guide require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the **Louisiana State Board of Practical Nurse Examiners**, as of June 30, 2004, and the results of its operations and cash flows for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

The accompanying Management's Discussion and Analysis, as listed in the Table of Contents, is required supplementary information and therefore, is not a required part of the basic financial statements but is supplementary information required by the Government Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

In accordance with *Government Auditing Standards*, we have also issued our report dated August 17, 2004, on our consideration of the **Louisiana State Board of Practical Nurse Examiners's** internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, and contracts.

That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

Our audit was performed for the purpose of forming an opinion on the financial statements that collectively comprise the Louisiana Board of Practical Nurse Examiners's basic financial statements. The accompanying supplementary information, such as the Division of Administration Reporting packet, as listed in the table of contents is presented for purpose of additional analysis and is not a required part of the basic financial statements of the Louisiana State Board of Practical Nurse Examiners. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, except for the effect of the differences relating to the calculation of operating income in the Statement of Revenues, Expenses and Changes in Net Assets and Statement of Cash Flows and note information relating to collateralization of deposits with financial institutions, such information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Leroy J. Chutz

Certified Public Accountant, APAC

August 17, 2004

Beverly A. Ryall

Certified Public Accountant

June 1, 2004

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
MANAGEMENT'S DISCUSSION AND ANALYSIS
AS OF JUNE 30, 2004**

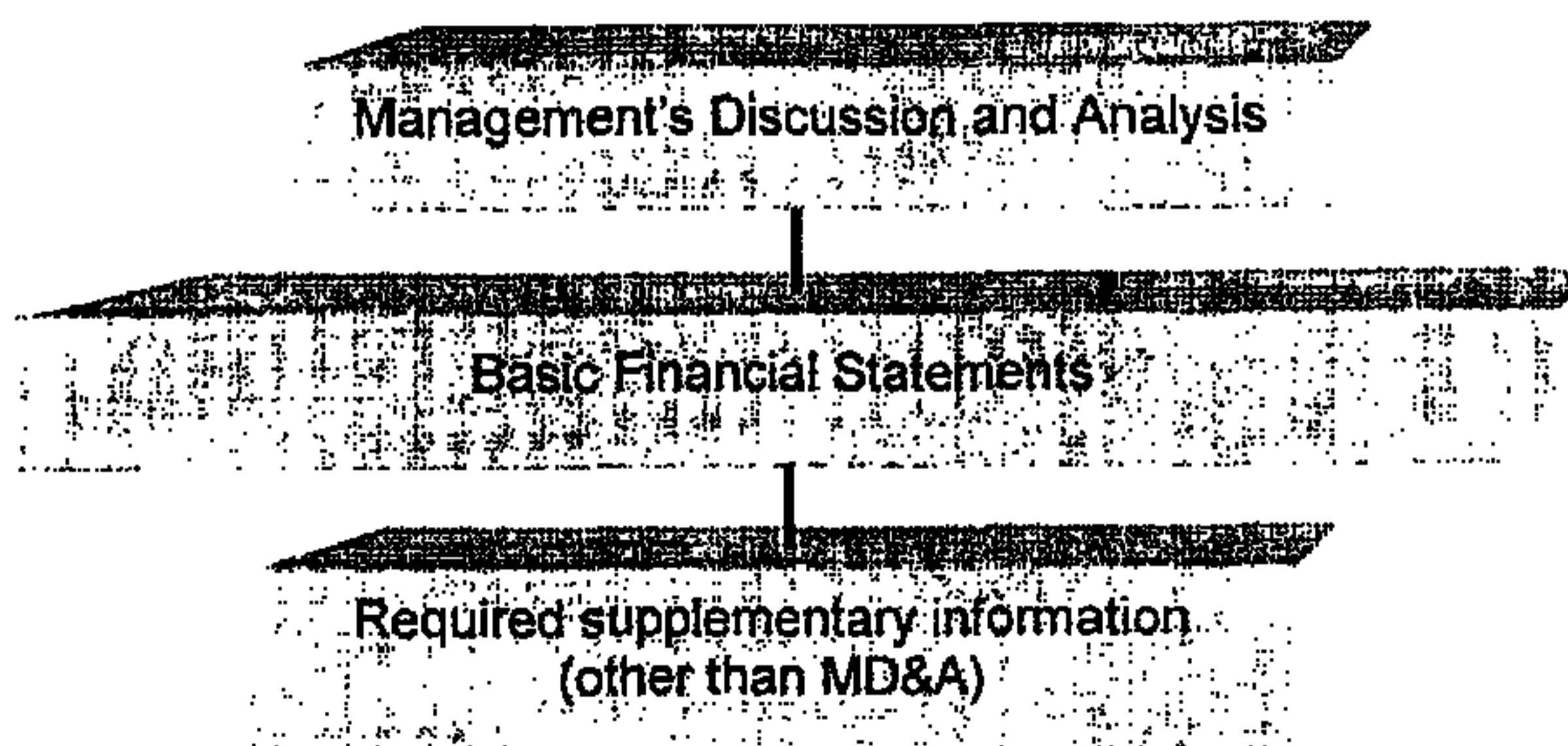
The Management's Discussion and Analysis of the Board of Practical Nurse Examiner's financial performance presents a narrative overview and analysis of the Board of Practical Nurse Examiner's financial activities for the year ended June 30, 2004. This document focuses on the current year's activities, resulting changes, and currently known facts in comparison with the prior year's information. Please read this document in conjunction with the additional information contained in the Board's financial statements, which begin at Statement A.

FINANCIAL HIGHLIGHTS

- ★ The Board's assets exceeded its liabilities at the close of fiscal year 2004 by \$1,201,023 which represents a 6.49% increase from last fiscal year.
- ★ The Board's revenue increased \$3,486 or .36% and the net results from activities decreased by \$111,074 or (60.29)%.

OVERVIEW OF THE FINANCIAL STATEMENTS

The following graphic illustrates the minimum requirements for Special Purpose Governments Engaged in Business-Type Activities established by Governmental Accounting Standards Board Statement 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*.



These financial statements consist of three sections - Management's Discussion and Analysis (this section), the basic financial statements (including the notes to the financial statements), and required supplementary information.

**STATE OF LOUISIANA
 BOARD OF PRACTICAL NURSE EXAMINERS
 MANAGEMENT'S DISCUSSION AND ANALYSIS
 AS OF JUNE 30, 2004**

Basic Financial Statements

The basic financial statements present information for the Board of Practical Nurse Examiners as a whole, in a format designed to make the statements easier for the reader to understand. The statements in this section include the Balance sheet; the Statement of Revenues, Expenses, and Changes in Fund Net Assets; and the Statement of Cash Flows.

The Statement of Net Assets (Statement A) presents the current and long term portions of assets and liabilities separately. The difference between total assets and total liabilities is net assets and may provide a useful indicator of whether the financial position of the Board is improving or deteriorating.

The Statement of Revenues, Expenses, and Changes in Fund Net Assets (Statement B) presents information showing how the Board's assets changed as a result of current year operations. Regardless of when cash is affected, all changes in net assets are reported when the underlying transactions occur. As a result, there are transactions included that will not affect cash until future fiscal periods.

The Cash Flow Statement (Statement D) presents information showing how the Board's cash changed as a result of current year operations. The cash flow statement is prepared using the direct method and includes the reconciliation of operating income(loss) to net cash provided(used) by operating activities (indirect method) as required by GASB 34.

FINANCIAL ANALYSIS OF THE ENTITY

		Statement of Net Assets as of June 30, 2004	
		Total	
		2004	2003
Current and other assets	\$	1,248,539	\$ 1,165,449
Capital assets		30,349	26,694
Total assets		1,278,888	1,192,143
Other liabilities		20,034	11,216
Long-term debt outstanding		57,824	53,059
Total liabilities		77,858	64,275
Net assets:			
Invested in capital assets, net of debt		30,349	26,694
Restricted			
Unrestricted		1,170,674	1,101,174
Total net assets	\$	1,201,023	\$ 1,127,868

Restricted net assets represent those assets that are not available for spending as a result of legislative requirements, donor agreements, or grant requirements. Conversely, unrestricted net assets are those that do not have any limitations on how these amounts may be spent.

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
MANAGEMENT'S DISCUSSION AND ANALYSIS
AS OF JUNE 30, 2004**

Net assets of the Board increased by \$73,155, or 6.49%, from June 30, 2003 to June 30, 2004. The major cause of this increase is the excess of operating revenues over operating expenses during the fiscal year ended June 30, 2004.

**Statement of Revenues, Expenses, and Changes in Fund Net Assets
for the years ended June 30, 2004 and 2003**

	Total	
	2004	2003
Operating revenues	\$ 954997	\$ 945902
Operating expenses	<u>891906</u>	<u>777346</u>
Operating income(loss)	<u>63091</u>	<u>168556</u>
Non-operating revenues(expenses)	<u>10064</u>	<u>15673</u>
Income(loss) before transfers	<u>73155</u>	<u>184229</u>
Transfers in		
Transfers out		
Net increase(decrease) in net assets	<u>\$ 73155</u>	<u>\$ 184229</u>

The Board's total revenues increased by \$3,486, or .36%. The total cost of all programs and services increased by \$114,560, or 14.74%.

STATEMENT OF CASH FLOWS

Another way to assess the financial health of the Louisiana State Board of Practical Nurse Examiners is to look at the Statement of Cash Flows. The Statement of Cash Flows assists readers of this statement to assess:

- The ability to generate future cash flows
- The ability to meet obligations as they come due
- A need for external financing

STATE OF LOUISIANA
 BOARD OF PRACTICAL NURSE EXAMINERS
 MANAGEMENT'S DISCUSSION AND ANALYSIS
 AS OF JUNE 30, 2004

Statement of Cash Flows

	<u>2004</u>	<u>2003</u>
Cash and cash equivalents provided used by:		
Operating activities	\$ 98009	\$ 187044
Capital Financial Activities	(11832)	(8642)
Non-capital financing activities		
Investing activities	<u>(51933)</u>	<u>(354168)</u>
Net increase in cash and cash equivalents	34244	(175766)
Cash and cash equivalents		
Beginning of year	<u>217559</u>	<u>393325</u>
End of year	<u>\$ 251803</u>	<u>\$ 217559</u>

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

At the end of 2004, the Board had \$30,349 invested in a broad range of capital assets, including furniture, fixtures and computer equipment. (See Table below) This amount represents a net increase (including additions and deductions) of \$3,655, or 13.69%, over last year.

Capital Assets at Year-end
 (Net of Depreciation)

	<u>2004</u>	<u>2003</u>
Land	\$	\$
Buildings and improvements		
Equipment	30,349	26,694
Infrastructure		
Totals	<u>\$ 30,349</u>	<u>\$ 26,694</u>

This year's major additions included:

- o \$7,264 in computer equipment
- o \$4,567 in office furniture

Debt

The Board had no bonds or notes outstanding at year-end.

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
MANAGEMENT'S DISCUSSION AND ANALYSIS
AS OF JUNE 30, 2004**

**Outstanding Debt at Year-end
(in thousands)**

	<u>2004</u>	<u>2003</u>
General Obligation Bonds	\$ 0	\$ 0
Revenue Bonds and Notes	<u>0</u>	<u>0</u>
Totals \$	<u><u>0</u></u>	<u><u>0</u></u>

The Board had two claims outstanding at year-end for which counsel of the Board has determined that the possibility of damages being assessed is remote.

Other obligations include accrued vacation pay of \$57,824.

VARIATIONS BETWEEN ORIGINAL AND FINAL BUDGETS

Revenues were approximately \$18,311 over budget and expenditures were less than budget due in part to an increase in the number of applications for licensure by examination and a delay in plans to move to larger office space.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The Board's elected and appointed officials considered the following factors and indicators when setting next year's budget, rates, and fees. These factors and indicators include:

- An increase in the number of schools of nursing and a corresponding increase in student enrollment.
- An increase in the number and complexity of disciplinary cases.

The Board expects that next year's results will improve based on the following:

- Continued increase in the number of schools, enrollment and graduates.
- Continued increase in the number and complexity of disciplinary cases.
- Increase in staff by one professional.

CONTACTING THE BOARD OF PRACTICAL NURSE EXAMINERS' MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the Board's finances and to show the Board's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Claire Doody Glaviano, Executive Director.

BASIC FINANCIAL STATEMENTS

The basic financial statements include integrated sets of financial statements as required by the GASB. The sets of statements include:

- Proprietary Fund Financial Statements:
 - Enterprise funds

In addition, the notes to the financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.

LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
DEPARTMENT OF HEALTH AND HOSPITALS
PROPRIETARY FUND - ENTERPRISE FUND
STATEMENT OF NET ASSETS
JUNE 30, 2004

ASSETS

Current Assets

Cash and cash equivalents	\$ 251,802.98
Certificates of Deposit	992,003.58
Receivable - interest	4,725.13
Total Current Assets	1,248,531.69

Noncurrent Assets

Equipment	133,311.25
Accumulated depreciation	(102,962.00)
Total noncurrent assets	30,349.25

TOTAL ASSETS

1,278,880.94

LIABILITIES

Current Liabilities

Accounts payable	3,288.61
Payroll deductions and accruals	16,745.19
Total Current Liabilities	20,033.80

Noncurrent Liabilities

Compensated absences	57,823.72
Total Noncurrent Liabilities	57,823.72

TOTAL LIABILITIES

77,857.52

NET ASSETS

Investment in capital assets	30,349.25
Unrestricted	1,170,674.17
TOTAL NET ASSETS	\$ 1,201,023.42

The accompanying notes are an integral part of this statement.

LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
DEPARTMENT OF HEALTH AND HOSPITALS
PROPRIETARY FUND - ENTERPRISE FUND
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET ASSETS
YEAR ENDED JUNE 30, 2004

OPERATING REVENUES:

Charges for services -	
Licenses	\$ 907,585.36
Enforcement actions	45,789.00
Total Operating Revenues	953,374.36

OPERATING EXPENSES:

Personal services -	
Commissioners per diem	4,425.00
Salaries	476,045.82
Employee benefits	137,340.24
Travel	30,758.23
Operating services	159,599.45
Supplies	7,286.93
Professional services	68,274.35
Depreciation expense	8,176.00
Total Operating Expenses	891,906.02

Operating Income (Loss)	61,468.34
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NONOPERATING REVENUES:

Interest earnings	10,064.13
Other revenues	1,622.89
Total Nonoperating Revenues	11,687.02

Increase (Decrease) in net assets	73,155.36
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NET ASSETS AT JUNE 30, 2003	1,127,868.06
NET ASSETS AT JUNE 30, 2004	\$ 1,201,023.42

The accompanying notes are an integral part of this statement.

**LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
DEPARTMENT OF HEALTH AND HOSPITALS
PROPRIETARY FUND - ENTERPRISE FUND
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2004**

Cash flows from operating activities	
Cash received from customers	\$ 956,469.40
Cash payments to suppliers for goods and services	262,837.44
Cash payments to employees for services	<u>607,310.26</u>
Net cash provided (used) by operating activities	<u>86,321.70</u>
Cash flows from non-capital financing activities	
Other revenues	<u>1,622.89</u>
Net cash provided (used) by non-capital financing activities	<u>1,622.89</u>
Cash flows from capital and related financing	
Acquisition of capital assets	<u>(11,831.49)</u>
Cash flows from investing activities	
Purchase of certificates of deposit	(51,932.96)
Maturities of certificates of deposit	<u>10,064.13</u>
Net cash provided (used) by investing activities	<u>(41,868.83)</u>
Net increase (decrease) in cash and cash equivalents	34,244.27
Cash and cash equivalents at beginning of year	<u>217,558.71</u>
Cash and cash equivalents at the end of the year	<u>\$ 251,802.98</u>
Reconciliation of operating income (loss) to net cash provided (used) by operating	
Operating income (loss)	\$ 61,468.34
Adjustments to reconcile operating income (loss) to net cash	
Depreciation	8,176.00
Changes in assets and liabilities:	
(Increase) decrease in receivables	3,095.04
Increase (decrease) in accounts payable	3,081.52
Increase (decrease) in accrued payroll and related benefits	5,736.64
Increase (decrease) in compensated absences payable	<u>4,764.16</u>
Net cash provided (used) by operating activities	<u>\$ 86,321.70</u>

The accompanying notes are an integral part of this statement.

**LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
DEPARTMENT OF HEALTH AND HOSPITALS
STATE OF LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

1.A. INTRODUCTION

The Louisiana State Board of Practical Nurse Examiners (the Board) was created by the Louisiana State Legislature under the provisions of Louisiana Revised Statute 37:962. The Board is under the control of the Department of Health and Hospitals and a component unit of the State of Louisiana and is an integral part of such reporting entity. The Board is composed of twelve (12) members appointed by the Governor of Louisiana, for a term of six years. The Board elects from its members a president, vice president, and such other officers as it considers necessary to carry out the duties and functions of the Board.

As authorized by Louisiana Revised Statute 37:914 E., each member of the Board shall receive \$75.00 a day and reimbursement for actual expenses and mileage at the same rate set by the Division of Administration for state employees under the provisions of R.S. 39:231 for each day in actual attendance at board meetings or for representing the board in an official board-approved activity.

The Board is charged with the responsibility of licensing and regulating practical nurses in the State of Louisiana. At June 30, 2004 approximately 20,378 practical nurses were licensed.

The Board's office is located in Metairie, Louisiana, and employs 8 classified and 2 unclassified employees. The Board's operations are funded entirely through annual self-generated revenues.

1.B. FINANCIAL REPORTING ENTITY

GASB Statement No. 14, "The Financial Reporting Entity," has defined the governmental reporting entity to be the State of Louisiana. The Louisiana State Board of Practical Nurse Examiners is considered a component unit of the State of Louisiana because the state exercises oversight responsibility in that the governor appoints the board members, and public service is rendered within the state's boundaries. The accompanying basic financial statements present information only as to the transactions of the Louisiana State Board of Practical Nurse Examiners, a component unit of the State of Louisiana.

Annually the State of Louisiana issues a basic financial statement which includes the activity contained in the accompanying financial statement. The basic financial statement is issued by the Louisiana Division of Administration-Office of Statewide Reporting and Accounting Policy and audited by the Louisiana Legislative Auditor.

1.C. BASIS OF PRESENTATION

Proprietary Fund Financial Statements

Proprietary Fund Financial Statements include a Statement of Net Assets, a Statement of Revenues, Expenses and Changes in Fund Net Assets, and a Statement of Cash Flows for each major proprietary fund and non-major funds aggregated.

Proprietary funds are accounted for using the "economic resources" measurement focus and the accrual basis of accounting. Accordingly, all assets and liabilities (whether current or noncurrent) are included on the Statement of Net Assets. The Statement of Revenues, Expenses and Changes in Fund Net Assets presents increases (revenues) and decreases (expenses) in total net assets. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred.

**LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
DEPARTMENT OF HEALTH AND HOSPITALS
STATE OF LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004**

Operating revenues in the proprietary funds are those revenues that are generated from the primary operations of the fund. All other revenues are reported as non-operating revenues. Operating expenses are those expenses that are essential to the primary operations of the fund. All other expenses are reported as non-operating expenses.

1.D. ASSETS, LIABILITIES AND NET ASSETS

Cash and Cash Equivalents, Investments

For the purpose of the Statement of Net Assets, and Statement of Cash Flows, cash and cash equivalents include all demand, savings accounts, and certificates of deposits of the Board with an original maturity of 90 days or less.

Investments are carried at fair value. Fair value is based on quoted market price.

Receivables

Receivables consist of all revenues earned at year-end and not yet received. Material receivables include accruals for licenses and interest which are accrued when earned.

Prepays

Prepays reflect payments to vendors that benefit future reporting periods and are also reported on the consumption basis.

Capital Assets and Depreciation

Proprietary fund fixed assets are accounted for as capital assets. Capital assets purchased or acquired with an original cost or donated value of \$1,000 or more are recorded at historical cost, or estimated historical cost. Donated fixed assets are recorded at their estimated fair value at the date of donation.

Depreciation of all exhaustible fixed assets is recorded as an allocated expense in the Statement of Revenues, Expenses, and Changes in Fund Net Assets, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation is provided over the assets estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

-	Equipment	5-7 years
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Compensated Absences

Employees of the Board earn and accumulate vacation and sick leave at varying rates, depending upon their years of service. The amount of vacation and sick leave that may be accumulated by each employee is unlimited. Upon termination, employees or their heirs are compensated for up to 300 hours of unused vacation leave at the employee's hourly rate of pay at the time of termination. Upon retirement, unused vacation leave in excess of 300 hours plus unused sick leave are used to compute retirement benefits.

The liability for these compensated absences is recorded as long-term debt in the proprietary fund statements. The current portion of this debt can not be estimated and accordingly, it is reported as a noncurrent liability.

Equity Classifications

Equity is classified as net assets and may be displayed in three components:

**LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
DEPARTMENT OF HEALTH AND HOSPITALS
STATE OF LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004**

- a. Investment in Capital Assets— Consists of capital assets including restricted capital assets net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted Net Assets – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted Net Assets – All other net assets that do not meet the definition of “restricted” or “investment in capital assets.”

1.E. REVENUES AND EXPENSES

Operating Revenues and Expenses

Operating revenues and expenses for proprietary funds are those that result from providing services and producing and delivering goods and/or services. It also includes all revenue and expenses not related to capital and related financing, noncapital financing, or investing activities.

NOTE 2. - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

By its nature as a state agency, the Board is subject to various state laws and regulations. An analysis of the Board's compliance with significant laws and regulations and demonstration of its stewardship over Board resources follows.

2.A. FUND ACCOUNTING REQUIREMENTS

The Board complies with all state laws and regulations requiring the use of separate funds. The Board has no legally required separate funds.

2.B. DEPOSITS AND INVESTMENTS LAWS AND REGULATIONS

In accordance with state law, all uninsured deposits of the Board in financial institutions must be secured with acceptable collateral valued at the lower of market or par. Acceptable collateral includes certain U.S. Government or Government Agency securities, certain State of Louisiana or political subdivision debt obligations, or surety bonds. As required by 12 U.S.C.A., Section 1823(e), all financial institutions pledging collateral to the Board must have a written collateral agreement approved by the board of directors or loan committee. As reflected in Note 3.A., all deposits were fully insured or collateralized.

Investments are limited by R.S. 49:327 and the Board's investment policy.

NOTE 3. - DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS

The following notes present detail information to support the amounts reported in the basic financial statements for its various assets, liabilities, equity, revenues, and expenses.

**LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
DEPARTMENT OF HEALTH AND HOSPITALS
STATE OF LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004**

3.A. CASH AND INVESTMENTS

Deposits

The table presented below is designed to disclose the level of custody credit risk assumed by the Board based upon how its deposits were insured or secured with collateral at June 30, 2004. The categories of credit risk are defined as follows:

Category 1 – Insured by FDIC or collateralized with securities held by the Board or by its agent in its name

Category 2 – Uninsured but collateralized with securities held by the pledging financial institution's trust department or agent in the Board's name

Category 3 – Uninsured and uncollateralized; or collateralized with securities held by the pledging financial institution, or by its trust department or agent but not in the Board's name; or collateralized with no written or approved collateral agreement

Type of Deposits	Total Bank Balance	Custody Credit Risk Category			Total Carrying Value
		1	2	3	
Interest bearing accounts	\$ 1,264,665	\$ 100,000		\$ 1,164,665	\$ 1,243,782
Total Deposits	\$ 1,264,665	\$ 100,000		\$ 1,164,665	\$ 1,243,782

Reconciliation to Statement of Net Assets:

Petty cash	\$ 25
Unrestricted cash	96,720
Certificate of Deposit - Cash equivalent	155,058
Certificates of Deposit	992,004
Total Cash	<u>\$ 1,243,807</u>

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement No. 3, R.S. 49:321 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Board that the fiscal agent has failed to pay deposited funds upon demand.

3.B. ACCOUNTS RECEIVABLE

Receivables detail at June 30, 2004, is as follows:

Accrued interest	\$ 4,725
Total receivable	<u>\$ 4,725</u>

**LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
DEPARTMENT OF HEALTH AND HOSPITALS
STATE OF LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004**

3.C. CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2004, was as follows:

	Balance at June 30, 2003	Additions	Disposals	Balance at June 30, 2004
Capital Assets, being depreciated:				
Equipment	\$ 121,480	\$ 11,831		\$ 133,311
Less accumulated depreciation	(94,786)	(8,176)		(102,962)
Total Capital Assets, being depreciation	26,694	3,655		30,349
Total Capital Assets, net	<u>\$ 26,694</u>	<u>\$ 3,655</u>		<u>\$ 30,349</u>

3.D. ACCOUNTS PAYABLE

Payables are composed of payables to vendors (16%) and accrued salaries and benefits (84%).

3.E. LONG-TERM DEBT

As of June 30, 2004, the long-term debt of the Board consists of the following:

Accrued Compensated Absences:

Current portion (not determinable)	\$ 57,824
Noncurrent portion	<u>\$ 57,824</u>
Total Long -Term Debt	<u>\$ 57,824</u>

Changes in Long-Term Debt

The following is a summary of changes in long-term debt for the year ended June 30, 2004:

Type of Debt	Balance June 30, 2003	Additions	Deductions	Balance June 30, 2004
Accrued Compensated Absences	\$ 53,060	\$ 6,672	\$ 1,908	\$ 57,824
Total Long -Term Debt	<u>\$ 53,031</u>	<u>\$ 6,672</u>	<u>\$ 1,879</u>	<u>\$ 57,824</u>

**LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
DEPARTMENT OF HEALTH AND HOSPITALS
STATE OF LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004**

3.F. OPERATING LEASE

The Board entered into a 5 year lease for office space. The terms of the lease require payments of \$7,046.75 for sixty months ending in January 2009.

Future minimum lease payments under capital lease are as follows:

Year Ending June 30	
2005	\$ 84,561
2006	84,561
2007	84,561
2008	84,561
2009	49,327
Total minimum lease payments	<u><u>\$ 387,571</u></u>

NOTE 4. - OTHER NOTES

4.A. EMPLOYEE PENSION AND OTHER BENEFIT PLANS

Pension Plan

Substantially all of the employees of the Board are members of the Louisiana State Employees Retirement System ("System"), a cost sharing, multiple-employer, defined benefit public employee retirement system (PERS) controlled and administered by a separate board of trustees.

All full time employees are eligible to participate in the System. Benefits vest with ten years of service. At retirement age, employees are entitled to annual benefits equal to \$300 plus 2.5% of their highest consecutive 36 month average salary multiplied by their years of credited service.

Vested employees are entitled to a retirement benefit, payable monthly for life at (a) any age with thirty years of service, (b) age 55 with twenty-five years of service, and (c) at age sixty with ten years of service. In addition, vested employees have the option of reduced benefits at any age with twenty years of service. The System also provides death and disability benefits. Benefits are established by state statute. The system issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana State Employees' Retirement System; P. O. Box 44213; Baton Rouge, LA 70804 or by calling (800)256-3000.

Members are required by state statute to contribute at 7.5% of gross salary. The Board is required to contribute at an actuarially determined rate as required by R.S. 11:102. The contribution rate for fiscal year ended June 30, 2004 increased to 15.8% of annual covered payroll from the 14.1% and 13.0% in fiscal years ended June 30, 2003 and 2002 respectively. The board contributions to the System for the year ending June 30, 2004, 2003 and 2002 are \$71,207, \$60,105, and \$53,730 respectively, equal to the required contributions for that year.

LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
DEPARTMENT OF HEALTH AND HOSPITALS
STATE OF LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2004

Post Employment Health Care and Life Insurance Benefits

Substantially all Board employees become eligible for post employment health care, dental, and life insurance benefits if they reach normal retirement age while working for the Board. These benefits for retirees and similar benefits for active employees are provided through the insurance company whose premiums are paid jointly by the employee and the Board. The Board recognizes the cost of providing these benefits as an expenditure when paid during the year. For the year ended June 30, 2004, the cost of providing those benefits for three retirees totaled \$30,726.

Deferred Compensation Plan

Certain employees of the Board participate in the Louisiana Deferred Compensation Plan adopted under the provisions of Internal Revenue Code Section 457. Complete disclosures relating to this statewide plan are available in the financial statements of the State of Louisiana.

4.B. ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires the Board's management to make estimates and assumptions that effect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

4.C. RISK MANAGEMENT

The Board is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions, injuries to employees; employee health and life; and natural disasters. The Board manages these various risks of loss as follows:

<u>Type of Loss</u>	<u>Method Managed</u>	<u>Risk Retained</u>
Torts, errors and omissions	Purchased insurance with Louisiana Office of Risk Management public entity risk pool	None
Injuries to employees (Workers' compensation)	Participates in Louisiana Office of Risk Management public entity risk pool	None
Physical property loss and natural disasters	Purchased insurance with Louisiana Office of Risk Management public entity risk pool	None
Health and life	Participates in Louisiana Office of Group Benefits Plan	None

Management believes such coverage is sufficient to preclude any significant uninsured losses to the Board. Settled claims have not exceeded this insurance coverage in any of the past three fiscal years.

Public Entity Risk Pool

The Board participates in the Louisiana State Office of Risk Management (public entity risk pool), which is responsible for negotiating, compromising and settling all claims including all tort claims against the Board.

LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
DEPARTMENT OF HEALTH AND HOSPITALS
STATE OF LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2003

4.D. COMMITMENTS AND CONTINGENCIES

Contingencies

Litigation

The State of Louisiana, Division of Administration, Office of Risk Management has not reported any cases pending.

4.E. COMPENSATION PAID TO BOARD MEMBERS

The schedule of per diem payments to Board Members is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. As authorized by Louisiana Revised Statute 32:772, each member of the Board shall be reimbursed when actually in attendance at a board meeting or when required to travel for the official authorized business of the Board, and such reimbursement shall not exceed \$75.00 per day.

<u>Commissioner</u>	<u>Meetings</u>	<u>Amount</u>
Bordelon, F. P.	3	\$ 225
Chancellor, Ruby	5	375
Dunn, Gwendolyn	10	750
Fore, Sharron	5	375
Fulmer, Bobby	7	525
Juneau, Patricia	2	150
Laws, Ann	5	375
Nelson, Rebecca	3	225
Passantino, Rose	4	300
Sonnier, William	7	525
St. Martin, Eugene	6	450
Tumley, I. C.	2	150
Total	<u>59</u>	<u>\$ 4,425</u>

OTHER REPORTS REQUIRED BY
GOVERNMENT AUDITING STANDARDS

The following pages contain a report on compliance with laws and regulations and on internal control over financial reporting as required by *Government Auditing Standards*, issued by the Comptroller General of the United States. This report is based solely on the audit of the financial statements and includes, where appropriate, any reportable conditions and/or material misstatements in internal control or compliance matters that would be material to the presented financial statements.

Leroy J. Chustz

and

Beverly A. Ryall

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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND
ON INTERNAL CONTROL OVER FINANCIAL REPORTING
BASED ON AN AUDIT OF THE BASIC FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING
STANDARDS***

**Board Members of
Louisiana Board of Practical Nurse Examiners
Department of Health and Hospitals
State of Louisiana
New Orleans, Louisiana**

We have audited the basic financial statements of the **Louisiana State Board of Practical Nurse Examiners**, a component unit of the State of Louisiana, as of and for the year ended June 30, 2004, and have issued our report thereon dated August 17, 2004. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *Louisiana Governmental Audit Guide*.

Compliance

As part of obtaining reasonable assurance about whether the **Louisiana State Board of Practical Nurse Examiners's** basic financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, and contracts, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that is required to be reported under *Government Auditing Standards* and the *Louisiana Governmental Audit Guide*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the **Louisiana State Board of Practical Nurse Examiners's** internal control over financial reporting to determine our auditing procedures for the purpose of expressing our opinion on the basic financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the basic financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended for the information and use of the Louisiana State Board of Practical Nurse Examiners and its management, the Louisiana Legislative Auditor, the State of Louisiana and is not intended to be, and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Leroy J. Chustz
Certified Public Accountant, APAC
August 17, 2004

Beverly A. Ryall
Certified Public Accountant

**LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
SCHEDULE OF FINDINGS
YEAR ENDED JUNE 30, 2004**

A. SUMMARY OF AUDIT RESULTS

1. The auditors' report expresses an unqualified opinion on the basic financial statements of Louisiana Board of Practical Nurse Examiners.
2. No reportable conditions were disclosed during the audit of the basic financial statements.
3. No instances of noncompliance were disclosed during the audit of the basic financial statements.
4. There were no federal awards received by Louisiana Board of Practical Nurse Examiners.

B. FINDINGS--FINANCIAL STATEMENTS AUDIT

None

**LOUISIANA STATE BOARD OF PRACTICAL NURSE EXAMINERS
RESOLUTION OF PRIOR YEAR FINDINGS
YEAR ENDED JUNE 30, 2004**

No findings for the year ended June 30, 2003.

SUPPLEMENTAL INFORMATION REQUIRED BY

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION
OFFICE OF STATEWIDE REPORTING AND ACCOUNTING POLICY

The following pages contain a report on the Board's Annual Financial Report prepared in accordance with the requirements of the Louisiana Division of Administration, Office of Statewide Reporting and Accounting Policy.

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
BALANCE SHEET
AS OF JUNE 30, 2004**

ASSETS

CURRENT ASSETS:

Cash and cash equivalents (Note C1)	\$	251,803
Investments (Note C2)		992,004
Receivables (net of allowance for doubtful accounts)(Note U)		4,725
Due from other funds (Note Y)		
Due from federal government		
Inventories		
Prepayments		
Notes receivable		
Other current assets		
Total current assets		1,248,532

NONCURRENT ASSETS:

Restricted assets (Note F):		
Cash		
Investments		
Receivables		
Notes receivable		
Capital assets (net of depreciation)(Note D)		
Land		
Buildings and improvements		
Machinery and equipment		30,349
Infrastructure		
Construction in progress		
Other noncurrent assets		
Total noncurrent assets		30,349
Total assets	\$	1,278,881

LIABILITIES

CURRENT LIABILITIES:

Accounts payable and accruals (Note V)	\$	20,034
Due to other funds (Note Y)		
Due to federal government		
Deferred revenues		
Amounts held in custody for others		
Other current liabilities		
Current portion of long-term liabilities:		
Contracts payable		
Reimbursement contracts payable		
Compensated absences payable (Note K)		
Capital lease obligations - (Note J)		
Notes payable		
Liabilities payable from restricted assets (Note Z)		
Bonds payable		
Other long-term liabilities		
Total current liabilities		20,034

NON-CURRENT LIABILITIES:

Contracts payable		
Reimbursement contracts payable		
Compensated absences payable (Note K)		57,824
Capital lease obligations (Note J)		
Notes payable		
Liabilities payable from restricted assets (Note Z)		
Bonds payable		
Other long-term liabilities		
Total long-term liabilities		57,824
Total liabilities		77,858

NET ASSETS

Invested in capital assets, net of related debt		30,349
Restricted for:		
Capital projects		
Debt service		
Unemployment compensation		
Other specific purposes		
Unrestricted		1,170,674
Total net assets		1,201,023
Total liabilities and net assets	\$	1,278,881

The accompanying notes are an integral part of this financial statement.

Statement A

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET ASSETS
FOR THE YEAR ENDED JUNE 30, 2004**

OPERATING REVENUES	
Sales of commodities and services	\$ 16,738
Assessments	44,187
Use of money and property	
Licenses, permits, and fees	892,592
Other	1,480
Total operating revenues	<u>954,997</u>
OPERATING EXPENSES	
Cost of sales and services	
Administrative	883,730
Depreciation	8,176
Amortization	
Total operating expenses	<u>891,906</u>
Operating income(loss)	<u>63,091</u>
NON-OPERATING REVENUES(EXPENSES)	
State appropriations	
Intergovernmental revenues (expenses)	
Taxes	
Use of money and property	10,064
Gain (loss) on disposal of fixed assets	
Federal grants	
Interest expense	
Other	
Total non-operating revenues(expenses)	<u>10,064</u>
Income(loss) before contributions and transfers	<u>73,155</u>
Capital contributions	
Transfers in	
Transfers out	
Change in net assets	<u>73,155</u>
Total net assets – beginning	<u>1,127,868</u>
Total net assets – ending	<u>\$ 1,201,023</u>

The accompanying notes are an integral part of this financial statement.

Statement B

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2004**

	Program Revenues			Net (Expense) Revenue and Changes in Net Assets
	Expenses	Charges for Services	Operating Grants and Contributions	
Component Unit:				
LA St Bd of Prac N	\$ 891,906	\$ 953,517	\$	\$ 61,611
General revenues:				
Taxes				
State appropriations				
Grants and contributions not restricted to specific programs				
Interest				10,064
Miscellaneous				1,480
Special items				
Transfers				
Total general revenues, special items, and transfers				11,544
Change in net assets				73,155
Net assets - beginning				1,127,868
Net assets - ending				\$ 1,201,023

Statement C

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2004**

Cash flows from operating activities		
Cash received from customers	\$ 954,997	
Cash payments to suppliers for goods and services	(262,837)	
Cash payments to employees for services	(476,833)	
Payments in lieu of taxes		
Internal activity-payments to other funds		
Claims paid to outsiders		
Other operating revenues(expenses)	(117,318)	
Net cash provided(used) by operating activities		<u>98,009</u>
Cash flows from non-capital financing activities		
State appropriations		
Proceeds from sale of bonds		
Principal paid on bonds		
Interest paid on bond maturities		
Proceeds from issuance of notes payable		
Principal paid on notes payable		
Interest paid on notes payable		
Operating grants received		
Other		
Transfers In		
Transfers Out		
Net cash provided(used) by non-capital financing activities		<u>-</u>
Cash flows from capital and related financing		
Proceeds from sale of bonds		
Principal paid on bonds		
Interest paid on bond maturities		
Proceeds from issuance of notes payable		
Principal paid on notes payable		
Interest paid on notes payable		
Acquisition/construction of capital assets	(11,832)	
Proceeds from sale of capital assets		
Capital contributions		
Other		
Net cash provided(used) by capital and related financing activities		<u>(11,832)</u>
Cash flows from investing activities		
Purchases of investment securities	(1,860,084)	
Proceeds from sale of investment securities	1,795,112	
Interest and dividends earned on investment securities	13,039	
Net cash provided(used) by investing activities		<u>(51,933)</u>
Net increase(decrease) in cash and cash equivalents		<u>34,244</u>
Cash and cash equivalents at beginning of year		<u>217,559</u>
Cash and cash equivalents at end of year		<u>\$ 251,803</u>

The accompanying notes are an integral part of this statement.

Statement D (Continued)

**STATE OF LOUISIANA
 BOARD OF PRACTICAL NURSE EXAMINERS
 STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED JUNE 30, 2004**

Reconciliation of operating income(loss) to net cash provided(used) by operating activities:

Operating income(loss)		\$ <u>73,155</u>
Adjustments to reconcile operating income(loss) to net cash		
Depreciation/amortization	<u>8,176</u>	
Provision for uncollectible accounts	<u> </u>	
Changes in assets and liabilities:		
(Increase)decrease in accounts receivable, net	<u>3,095</u>	
(Increase)decrease in due from other funds	<u> </u>	
(Increase)decrease in prepayments	<u> </u>	
(Increase)decrease in inventories	<u> </u>	
(Increase)decrease in other assets	<u> </u>	
Increase(decrease) in accounts payable and accruals	<u>3,082</u>	
Increase(decrease) in accrued payroll and related benefits	<u>5,737</u>	
Increase(decrease) in compensated absences payable	<u>4,764</u>	
Increase(decrease) in due to other funds	<u> </u>	
Increase(decrease) in deferred revenues	<u> </u>	
Increase(decrease) in other liabilities	<u> </u>	
 Net cash provided(used) by operating activities		 \$ <u><u>98,009</u></u>

Schedule of noncash investing, capital, and financing activities:

Borrowing under capital lease	<u> </u>
Contributions of fixed assets	<u> </u>
Purchases of equipment on account	<u> </u>
Asset trade-ins	<u> </u>
Other (specify)	<u> </u>
 <u> </u>	 <u> </u>
 <u> </u>	 <u> </u>
 Total noncash investing, capital, and financing activities:	 <u><u> </u></u>

(Concluded)

The accompanying notes are an integral part of this statement.

INTRODUCTION

The Louisiana State Board of Practical Nurse Examiners was created by the Louisiana State Legislature under the provisions of Louisiana Revised Statute 37:962. The following is a brief description of the operations of the Board which includes the parish/parishes in which the Board is located:

A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

1. BASIS OF ACCOUNTING

In April of 1984, the Financial Accounting Foundation established the Governmental Accounting Standards Board (GASB) to promulgate generally accepted accounting principles and reporting standards with respect to activities and transactions of state and local governmental entities. The GASB has issued a Codification of Governmental Accounting and Financial Reporting Standards (GASB Codification). This codification and subsequent GASB pronouncements are recognized as generally accepted accounting principles for state and local governments. The accompanying financial statements have been prepared in accordance with such principles.

The accompanying financial statements of the Louisiana State Board of Practical Nurse Examiners present information only as to the transactions of the programs of the Board as authorized by Louisiana statutes and administrative regulations.

Basis of accounting refers to when revenues and expenses are recognized and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The accounts of the Board are maintained in accordance with applicable statutory provisions and the regulations of the Division of Administration – Office of Statewide Reporting and Accounting Policy as follows:

Revenue Recognition

Revenues are recognized using the full accrual basis of accounting; therefore, revenues are recognized in the accounting period in which they are earned and become measurable.

Expense Recognition

Expenses are recognized on the accrual basis; therefore, expenses, including salaries, are recognized in the period incurred, if measurable.

B. BUDGETARY ACCOUNTING

The appropriations made for the operations of the various programs of the Louisiana State Board of Practical Nurse Examiners are annual lapsing appropriations.

1. The budgetary process is an annual appropriation valid for one year.
2. The Board is prohibited by statute from over expending the categories established in the budget.
3. Budget revisions are granted by the Joint Legislative Budget Committee, a committee of the Louisiana Legislature. Interim emergency appropriations may be granted by the Interim Emergency Board.
4. The budgetary information included in the financial statements include the original appropriation plus subsequent amendments as follows:

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
Notes to the Financial Statement
As of and for the year ended June 30, 2004**

APPROPRIATIONS

Original approved budget-10/24/02	\$	<u>(3,320)</u>
Amendments:		
	10/10/03	<u>14,088</u>
	06/25/04	<u>39,212</u>
Final approved budget	\$	<u>49,980</u>

C. DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS

1. DEPOSITS WITH FINANCIAL INSTITUTIONS

For reporting purposes, deposits with financial institutions include savings, demand deposits, time deposits, and certificates of deposit. Under state law the Board may deposit funds within a fiscal agent bank selected and designated by the Interim Emergency Board. Further, the Board may invest in time certificates of deposit of state banks organized under the laws of Louisiana, national banks having their principal office in the state of Louisiana, in savings accounts or shares of savings and loan associations and savings banks and in share accounts and share certificate accounts of federally or state chartered credit unions.

For the purpose of the Statement of Cash Flows, all highly liquid investments (including restricted assets with a maturity of three months or less when purchased) are considered to be cash equivalents.

Deposits in bank accounts are stated at cost, which approximates market. Under state law these deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These pledged securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank in the form of safekeeping receipts held by the State Treasurer.

The deposits at June 30, 2004 consisted of the following:

	<u>Cash</u>	<u>Certificates of Deposit</u>	<u>Other (Describe)</u>	<u>Total</u>
Deposits in bank accounts per balance sheet	\$ <u>96,720</u>	\$ <u>155,058</u>	\$ _____	\$ <u>251,778</u>
Bank balances (category 3 only, if any) Identify amounts reported as category 3 by the descriptions below:				
a. Uninsured and uncollateralized	\$ _____	\$ _____	\$ _____	\$ _____
b. Uninsured and collateralized with securities held by the pledging institution	_____	_____	_____	_____
c. Uninsured and collateralized with securities held by the pledging institution's trust department or agent <u>but not in the entity's name</u>	_____	_____	_____	_____
Total category 3 bank balances	\$ _____	\$ _____	\$ _____	\$ _____
Total bank balances (All categories including category 3 reported above)	\$ <u>32117,604</u>	\$ <u>155,058</u>	\$ _____	\$ <u>272,662</u>

**STATE OF LOUISIANA
 BOARD OF PRACTICAL NURSE EXAMINERS
 Notes to the Financial Statement
 As of and for the year ended June 30, 2004**

The following is a breakdown by banking institution, program, account number, and amount of the balances shown above:

<u>Banking Institution</u>	<u>Program</u>	<u>Amount</u>
1. Whitney National Bank-Operating	Licensing-#710-151-977	\$ 24,711
2. Whitney National Bank-Savings	Licensing-#0000071050598	92,893
3. Whitney National Bank-Certificate of Deposit	Licensing-#2102239159	103,089
4. Whitney National Bank-Certificate of Deposit	Licensing-#2102244856	51,969
Total		\$ 272,662

Cash in State Treasury and petty cash are not required to be reported in the note disclosure. However, to aid in reconciling amounts reported on the balance sheet to amounts reported in this note, list below any cash in treasury and petty cash that are included on the balance sheet.

Cash in State Treasury	\$	<u> </u>
Petty cash	\$	<u> 25</u>

2. INVESTMENTS

The Louisiana State Board of Practical Nurse Examiners maintains investment accounts as authorized by Louisiana Revised Statute 33:2955.

Investments can be classified according to the level of risk to the entity. Using the following categories, list each type of investment disclosing the carrying amount, market value, and applicable category of risk.

Category 1 - Insured or registered in the entity's name, or securities held by the entity or its agent in the entity's name.

Category 2 - Uninsured and unregistered with securities held by the counterparty's trust department or agent in the entity's name.

Category 3 - Unsecured and unregistered with securities held by the counterparty, or by its trust department or agent but not in the entity's name.

STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
Notes to the Financial Statement
As of and for the year ended June 30, 2004

<u>Type of Investment</u>	<u>Held by Counterparty</u>	<u>Counterparty's Trust Dept. or Agent Not In Entity's Name</u>	<u>Amount - All Categories (Including Category 3)</u>	<u>Value - All Categories (Including Category 3)</u>
Repurchase agreements	\$ _____	\$ _____	\$ _____	\$ _____
U.S. Government securities	_____	_____	_____	_____
Common & preferred stock	_____	_____	_____	_____
Commercial paper	_____	_____	_____	_____
Corporate bonds	_____	_____	_____	_____
Other: (identify)	_____	_____	_____	_____
Certificates of Deposit	_____	_____	992,004	992,004
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total investments	-	-	\$ 992,004	\$ 992,004

The Board does not invest in derivatives as part of its investment policy.

3. The Louisiana State Board of Practical Nurse Examiners does not have any of the following:
 - a. Investments in pools managed by other governments or mutual funds.
 - b. Securities underlying reverse repurchase agreements.
 - c. Unrealized investment losses.
 - d. Commitments to resell securities under yield maintenance repurchase agreements.
 - e. Losses during the year due to default by counterparties to deposit or investment transactions.
 - f. Amounts recovered from prior-period losses which are not shown separately on the balance sheet.
 - g. Legal or Contractual Provisions for Reverse Repurchase Agreements
 - h. Reverse repurchase agreements.
 - i. Credit risk related to the reverse repurchase agreements outstanding at year end.
 - j. Commitments to repurchase securities under yield maintenance agreements.
 - k. Market value of the securities to be repurchased.
 - l. Description of the terms of the agreements to repurchase.
 - m. Losses recognized during the year due to default by counterparties to reverse repurchase agreements.
 - n. Amounts recovered from prior-period losses which are not separately shown on the operating statement.

Fair Value Disclosures

- o. Methods and significant assumptions used to estimate fair value of investments, if fair value is not based on quoted market prices.
- p. Basis for determining which investments, if any, are reported at amortized cost.
- q. For investments in external investment pools that are not SEC-registered, a brief description of any regulatory oversight for the pool.

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
Notes to the Financial Statement**

As of and for the year ended June 30, 2004

- r. Whether the fair value of your investment in the external investment pool is the same as the value of the pool shares.
- s. Any involuntary participation in an external investment pool.
- t. Whether the Board is unable to obtain information from a pool sponsor to determine the fair value of the Board's investment in the pool, methods used and significant assumptions made in determining that fair value and the reasons for having had to make such an estimate.
- u. Any income from investments associated with one fund that is assigned to another fund.

Credit Risk, Concentration of Credit Risk, Interest Rate Risk, and Foreign Currency Risk Disclosures

- v. **Briefly describe the deposit and /or investment policies related to the custodial credit risk, concentration of credit risk, interest rate risk, and foreign currency risk disclosed in this note. If no policy exists concerning the risks disclosed, please state that fact.**

N/A

- w. **List, by amount and issuer (not including U.S. government securities, mutual funds, and investment pools), investments in any one issuer that represents 5% or more of total investments.**

N/A

- x. **List the fair value and terms of any debt investments that are highly sensitive to changes in interest rates due to the terms of the investment (eg. coupon multipliers, reset dates, etc.)**

N/A

- y. **Disclose the credit risk of debt investments by credit quality ratings as described by rating agencies as of the fiscal year end. All debt investments regardless of type can be aggregated by credit quality rating (if any are unrated, disclose that amount).**

N/A

- z. **Disclose the interest rate risk of debt investments by listing the investment type and the method that is used to identify and manage the interest rate risk of those investments (by, using one of the following 5 methods that is used to identify and manage interest rate risk: a) segmented time distribution, b) specific identification, c) weighted average maturity, d) duration, or e) simulation model.)**

N/A

- aa. **Disclose the U.S. dollar balances of any deposits or investments that are exposed to foreign currency risk (deposits or investments denominated in foreign currencies). List by currency denomination and investment type, if applicable.**

N/A

D. CAPITAL ASSETS – INCLUDING CAPITAL LEASE ASSETS

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
Notes to the Financial Statement
As of and for the year ended June 30, 2004**

The fixed assets used in the Special Purpose Government Engaged only in Business-Type Activities are included on the balance sheet of the Board and are capitalized at cost. Depreciation of all exhaustible fixed assets used by the Board is charged as an expense against operations. Accumulated depreciation is reported on the balance sheet. Depreciation for financial reporting purposes is computed by the straight-line method over the useful lives of the assets.

	Year ended June 30, 2004						Balance 6/30/2004
	Balance 6/30/2003	Prior Period Adjustment	Adjusted Balance 7/1/2003	Additions	Transfers*	Retirements	
Capital assets not being depreciated							
Land	--	--	--	--	--	--	--
Non-depreciable land improvements	--	--	--	--	--	--	--
Capitalized collections	--	--	--	--	--	--	--
Construction in progress	--	--	--	--	--	--	--
Total capital assets not being depreciated	--	--	--	--	--	--	--
Other capital assets							
Furniture, fixtures, and equipment	121,480	--	121,480	11,831	--	--	133,311
Less accumulated depreciation	94,786	--	94,786	8,176	--	--	102,962
Total furniture, fixtures, and equipment	26,694	--	26,694	3,655	--	--	30,349
Buildings and improvements	--	--	--	--	--	--	--
Less accumulated depreciation	--	--	--	--	--	--	--
Total buildings and improvements	--	--	--	--	--	--	--
Depreciable land improvements	--	--	--	--	--	--	--
Less accumulated depreciation	--	--	--	--	--	--	--
Total depreciable land improvements	--	--	--	--	--	--	--
Infrastructure	--	--	--	--	--	--	--
Less accumulated depreciation	--	--	--	--	--	--	--
Total infrastructure	--	--	--	--	--	--	--
Total other capital assets	26,694	--	26,694	3,655	--	--	30,349
Capital Asset Summary:							
Capital assets not being depreciated	--	--	--	--	--	--	--
Other capital assets, at cost	121,480	--	121,480	11,831	--	--	133,311
Total cost of capital assets	121,480	--	121,480	11,831	--	--	133,311
Less accumulated depreciation	94,786	--	94,786	8,176	--	--	102,962
Capital assets, net	26,694	--	26,694	3,655	--	--	30,349

* Should be used only for those completed projects coming out of construction-in-progress to fixed assets; not associated with transfers reported elsewhere in this packet.

E. INVENTORIES

The Louisiana State Board of Practical Nurse Examiners did not maintain inventories at June 30, 2004.

F. RESTRICTED ASSETS

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
Notes to the Financial Statement
As of and for the year ended June 30, 2004**

The Louisiana State Board of Practical Nurse Examiners did not have any restricted assets at June 30, 2004.

G. LEAVE

COMPENSATED ABSENCES

The Louisiana State Board of Practical Nurse Examiners has the following policy on annual and sick leave:

Employees earn and accumulate annual and sick leave at various rates depending on their years of service. The amount of annual and sick leave that may be accumulated by each employee is unlimited. Upon termination, employees or their heirs are compensated for up to 300 hours of unused annual leave at the employee's hourly rate of pay at the time of termination. Upon retirement, unused annual leave in excess of 300 hours plus unused sick leave is used to compute retirement benefits.

The cost of leave privileges, computed in accordance with GASB Codification Section C60, is recognized when the leave is earned. The cost of leave privileges applicable to general government operations not requiring current resources is recorded in long-term obligations.

H. RETIREMENT SYSTEMS

Substantially all of the employees of the Louisiana State Board of Practical Nurse Examiners are members of the Louisiana State Employees Retirement System (System), a cost sharing multiple-employer, defined benefit pension plan. The System is a statewide public employee retirement system (PERS) for the benefit of state employees, which is administered and controlled by a separate board of trustees.

All full-time Board employees are eligible to participate in the System. Benefits vest with 10 years of service. At retirement age, employees are entitled to annual benefits equal to \$300 plus 2.5% of their highest consecutive 36 months' average salary multiplied by their years of credited service.

Vested employees are entitled to a retirement benefit, payable monthly for life at (a) any age with 30 years of service, (b) age 55 with 25 years of service, or (c) age 60 with 10 years of service. In addition, vested employees have the option of reduced benefits at any age with 20 years of service. The System also provides death and disability benefits. Benefits are established or amended by state statute. The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the State Employees Retirement System, Post Office Box 44213, Baton Rouge, Louisiana 70804-4213, or by calling (225) 922-0608 or (800) 256-3000.

Members are required by state statute to contribute 7.5% of gross salary, and the Board is required to contribute at an actuarially determined rate as required by R.S. 11:102. The contribution rate for the fiscal year ended June 30, 2004 increased to 15.8% of annual covered payroll from the 14.1% and 13% required in fiscal years ended June 30, 2003 and 2002, respectively. The Board contributions to the System for the years ending June 30, 2004, 2003, and 2002, were \$64,016, \$60,105, and \$53,730, respectively, equal to the required contributions for each year.

One employee of the Louisiana State Board of Practical Nurse Examiners is a member of the Teachers' Retirement System of Louisiana (TRSL), a cost sharing multiple-employer, defined benefit pension plan. The TRSL is a statewide public employee retirement system (PERS) which provides pension benefits to employees who meet the legal definition of a "teacher" and is administered and controlled by a separate board of trustees.

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
Notes to the Financial Statement**

As of and for the year ended June 30, 2004

All full-time Board employees who qualify as teachers are eligible to participate in the System. Benefits vest with 5 years of service. At retirement age, employees are entitled to annual benefits equal to 2% or 2.5% of final average salary for each year of credited service. Final average salary is based upon the member's highest successive thirty-six months of salary.

Vested employees are entitled to a retirement benefit, payable monthly for life at (a) any age with 30 years of service, (b) age 55 with 25 years of service, or (c) age 60 with 10 years of service. In addition, vested employees have the option of reduced benefits at any age with 20 years of service. The TRSL also provides disability and survivor benefits. Benefits are established or amended by state statute. The TRSL issues an annual publicly available financial report that includes financial statements and required supplementary information for the TRSL. That report may be obtained by writing to the Teachers' Retirement System of Louisiana, Post Office Box 94123, Baton Rouge, LA 70804-9123 or by calling (225) 925-6446.

Members are required by state statute to contribute 8.0% of gross salary, and the Board is required to contribute at an actuarially determined rate as required by R.S. 11:885. The contribution rate for the fiscal year ended June 30, 2004 was 13.8% of annual covered payroll. The Board contributions to the System for the year ended June 30, 2004 was \$5,281, equal to the required contribution for the year.

I. POST RETIREMENT HEALTH CARE AND LIFE INSURANCE BENEFITS

Substantially all Board employees become eligible for post employment health care, dental and life insurance benefits if they reach normal retirement age while working for the Board. These benefits for retirees and similar benefits for active employees are provided through an insurance company whose premiums are paid jointly by the employee and the Board. For 2004, the cost of providing those benefits for the three retirees totaled \$30,726.

J. LEASES

1. OPERATING LEASES

The total payments for operating leases during fiscal year ended June 30, 2004 amounted to \$68,146. A schedule of payments for operating leases follows:

<u>Nature of lease</u>	<u>FY2005</u>	<u>FY2006</u>	<u>FY2007</u>	<u>FY2008</u>	<u>FY2009</u>	<u>FY2010- 2014</u>	<u>FY2015- 2019</u>
Office Space	\$ 84,561	\$ 84,561	\$ 84,561	\$ 84,561	\$ 43,690		
Total	\$ 84,561	\$ 84,561	\$ 84,561	\$ 84,561	\$ 43,690	\$ -	\$ -

2. CAPITAL LEASES

The Louisiana State Board of Practical Nurse Examiners does not have any capital leases.

3. LESSOR DIRECT FINANCING LEASES

The Louisiana State Board of Practical Nurse Examiners does not have any lessor direct financing leases.

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
Notes to the Financial Statement
As of and for the year ended June 30, 2004
4. LESSOR – OPERATING LEASES**

The Louisiana State Board of Practical Nurse Examiners does not have any lessor – operating leases.

K. LONG-TERM LIABILITIES

The following is a summary of long-term debt transactions of the entity for the year ended June 30, 2004:

	Balance June 30, 2003	Year ended June 30, 2004		Balance June 30, 2004	Amounts due within one year
		Additions	Reductions		
Bonds and notes payable:					
Notes payable	\$	\$	\$	\$	--
Reimbursement contracts payable					--
Bonds payable					--
Total notes and bonds	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
Other liabilities:					
Contracts payable					--
Compensated absences payable	53,059	6,664	1,879	57,844	
Capital lease obligations					--
Liabilities payable from restricted assets					--
Claims and litigation					--
Other long-term liabilities					--
Total other liabilities	<u>53,059</u>	<u>6,664</u>	<u>1,879</u>	<u>57,844</u>	<u>--</u>
Total long-term liabilities	<u>53,059</u>	<u>6,664</u>	<u>1,879</u>	<u>57,844</u>	<u>--</u>

L. LITIGATION

1. The Louisiana State Board of Practical Nurse Examiners is a defendant in litigation seeking damages as follows:

Date of Action	Description of Litigation and Probable outcome (Remote, reasonably possible, or probable)	Primary Attorney	Damages Claimed	Insurance Coverage
			\$	\$
Totals			\$ -	\$ -

The Board is a defendant in two claims seeking damages. The Board's legal advisor estimates that potential claims not covered by insurance would not materially affect the financial statements and that the possibility of damages being assessed against the Board is remote.

**STATE OF LOUISIANA
 BOARD OF PRACTICAL NURSE EXAMINERS
 Notes to the Financial Statement
 As of and for the year ended June 30, 2004**

2. Claims and litigation costs of \$52,222 were incurred in the current year and are reflected in the accompanying financial statement.

M. RELATED PARTY TRANSACTIONS

The Louisiana State Board of Practical Nurse Examiners did not engage in any related party transactions during the year ended June 30, 2004.

N. ACCOUNTING CHANGES

There were no accounting changes made during the year ended June 30, 2004.

O. IN-KIND CONTRIBUTIONS

The Board did not have any in-kind contributions during the year ended June 30, 2004.

<u>In-Kind Contributions</u>	<u>Cost/Estimated Cost/Fair Market Value/As Determined by the Grantor</u>
	\$ _____
Total	\$ _____ -

P. DEFEASED ISSUES

The Louisiana State Board of Practical Nurse Examiners did not have any defeased issues of taxable bonds during the year ended June 30, 2004.

Q. COOPERATIVE ENDEAVORS

The Louisiana State Board of Practical Nurse Examiners did not engage in any cooperative endeavors during the year ended June 30, 2004.

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS**

Notes to the Financial Statement

As of and for the year ended June 30, 2004

The liability outstanding as of June 30, 2004, by funding source, is as follows:

<u>Funding Source</u>	<u>Balance June 30, 2004</u>
State General Fund	\$ _____
Self-generated revenue	_____
Statutorily dedicated revenue	_____
General obligation bonds	_____
Federal funds	_____
Interagency transfers	_____
Other funds/combination	_____

R. GOVERNMENT-MANDATED NONEXCHANGE TRANSACTIONS (GRANTS)

The Louisiana State Board of Practical Nurse Examiners did not engage in any government-mandated nonexchange transactions (grants) during fiscal year 2003-2004.

<u>CFDA Number</u>	<u>Program Name</u>	<u>State Match Percentage</u>	<u>Total Amount of Grant</u>
_____	_____	\$ _____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Total government-mandated nonexchange transactions (grants)			\$ _____ -

S. VIOLATIONS OF FINANCE-RELATED LEGAL OR CONTRACTUAL PROVISIONS

At June 30, 2004, the Louisiana State Board of Practical Nurse Examiners was not in violation of any of the Bond Reserve Covenants.

T. SHORT-TERM DEBT

The Louisiana State Board of Practical Nurse Examiners had no issues of short-term debt for the year ended June 30, 2004.

<u>List the type of S-T debt (e.g., tax anticipation notes)</u>	<u>Beginning Balance</u>	<u>Issued</u>	<u>Redeemed</u>	<u>Ending Balance</u>
_____	\$ _____	\$ _____	\$ _____	\$ _____ -

The Louisiana State Board of Practical Nurse Examiners does not use a revolving line of credit to finance the issuance of related bonds.

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
Notes to the Financial Statement
As of and for the year ended June 30, 2004**

	<u>Beginning Balance</u>	<u>Draws</u>	<u>Redeemed</u>	<u>Ending Balance</u>
Line of credit	\$ _____	\$ _____	\$ _____	\$ _____ -

U. DISAGGREGATION OF RECEIVABLE BALANCES

Receivables at June 30, 2004 were as follows:

<u>Activity</u>	<u>Customer Receivables</u>	<u>Taxes</u>	<u>Receivables from other Governments</u>	<u>Other Receivables</u>	<u>Total Receivables</u>
Licensing	\$ _____	\$ _____	\$ _____	\$ 4,725	\$ 4,725
					-
Gross receivables	\$ -	\$ -	\$ -	\$ 4,725	\$ 4,725
Less allowance for uncollectible accounts	-	-	-	-	-
Receivables, net	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,725</u>	<u>\$ 4,725</u>
Amounts not scheduled for collection during the subsequent year	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ -</u>

V. DISAGGREGATION OF PAYABLE BALANCES

Payables at June 30, 2004 were as follows:

<u>Activity</u>	<u>Vendors</u>	<u>Salaries and Benefits</u>	<u>Accrued Interest</u>	<u>Other Payables</u>	<u>Total Payables</u>
Licensing	\$ 3,289	\$ 16,745	\$ _____	\$ _____	\$ 20,034
					-
Total payables	<u>\$ 3,289</u>	<u>\$ 16,745</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,034</u>

W. SUBSEQUENT EVENTS

There were no material events affecting the Louisiana State Board of Practical Nurse Examiners occurring between the close of the fiscal period and issuance of the financial statements.

X. SEGMENT INFORMATION

The Louisiana State Board of Practical Nurse Examiners does not have any activities which would qualify for segment reporting.

**STATE OF LOUISIANA
 BOARD OF PRACTICAL NURSE EXAMINERS
 Notes to the Financial Statement
 As of and for the year ended June 30, 2004**

Condensed Balance Sheet:

	<u>Segment #1</u>	<u>Segment #2</u>
Current assets	\$ _____	\$ _____
Due from other funds	_____	_____
Capital assets	_____	_____
Other assets	_____	_____
Current liabilities	_____	_____
Due to other funds	_____	_____
Long-term liabilities	_____	_____
Restricted net assets	_____	_____
Unrestricted net assets	_____	_____
Invested in capital assets, net of related debt	_____	_____

Condensed Statement of Revenues, Expenses, and Changes in Net Assets:

	<u>Segment #1</u>	<u>Segment #2</u>
Operating revenues	\$ _____	\$ _____
Operating expenses	_____	_____
Depreciation and amortization	_____	_____
Operating income (loss)	-	-
Nonoperating revenues (expenses)	_____	_____
Capital contributions/additions to permanent and term endowments	_____	_____
Special and extraordinary items	_____	_____
Transfers in	_____	_____
Transfers out	_____	_____
Change in net assets	-	-
Beginning net assets	_____	_____
Ending net assets	-	-

Condensed Statement of Cash Flows:

	<u>Segment #1</u>	<u>Segment #2</u>
Net cash provided (used) by operating activities	\$ _____	\$ _____
Net cash provided (used) by noncapital financing activities	_____	_____
Net cash provided (used) by capital and related financing activities	_____	_____
Net cash provided (used) by investing activities	_____	_____
Beginning cash and cash equivalent balances	_____	_____
Ending cash and cash equivalent balances	-	-

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
Notes to the Financial Statement
As of and for the year ended June 30, 2004**

Y. DUE TO/DUE FROM AND TRANSFERS

1. The Board did not have any amounts due from other funds at June 30, 2004.

<u>Type of Fund</u>	<u>Name of Fund</u>	<u>Amount</u>
_____	_____	\$ _____
_____	_____	_____
_____	_____	_____
Total due from other funds		\$ _____

2. The Board did not have any amounts due to other funds at June 30, 2004.

<u>Type of Fund</u>	<u>Name of Fund</u>	<u>Amount</u>
_____	_____	\$ _____
_____	_____	_____
_____	_____	_____
Total due to other funds		\$ _____

3. The Board did not have any transfers from other funds during the year ended June 30, 2004.

<u>Type of Fund</u>	<u>Name of Fund</u>	<u>Amount</u>
_____	_____	\$ _____
_____	_____	_____
_____	_____	_____
Total transfers from other funds		\$ _____

4. The Board did not have any transfers to other funds during the year ended June 30, 2004.

<u>Type of Fund</u>	<u>Name of Fund</u>	<u>Amount</u>
_____	_____	\$ _____
_____	_____	_____
_____	_____	_____
Total transfers to other funds		\$ _____

Z. LIABILITIES PAYABLE FROM RESTRICTED ASSETS

The Louisiana State Board of Practical Nurse Examiners did not have any liabilities payable from restricted assets at June 30, 2004.

AA. PRIOR-YEAR RESTATEMENT OF NET ASSETS

There were no adjustments made to restate beginning net assets for June 30, 2004.

<u>Ending net assets July 1, 2003, previously reported</u>	<u>Adjustments + or (-)</u>	<u>Beginning net assets, July 1, 2003, As restated</u>
\$ _____	_____	\$ _____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**STATE OF LOUISIANA
BOARD OF PRACTICAL NURSE EXAMINERS
SCHEDULE OF PER DIEM PAID TO BOARD MEMBERS
For the Year Ended June 30, 2004**

<u>Name</u>	<u>Amount</u>
Bordelon, F. P.	\$ 225
Chancellor, Ruby R.	375
Dunn, Gwendolyn	750
Fore, Sharron K.	375
Fulmer, Bobby G.	525
Juneau, Patricia G.	150
Laws, Ann	375
Nelson, Rebecca	225
Passantino, Rose	300
St. Martin, Eugene C.	450
Sonnier, Jr., William	525
Tumley, I. C.	150
	\$ 4,425