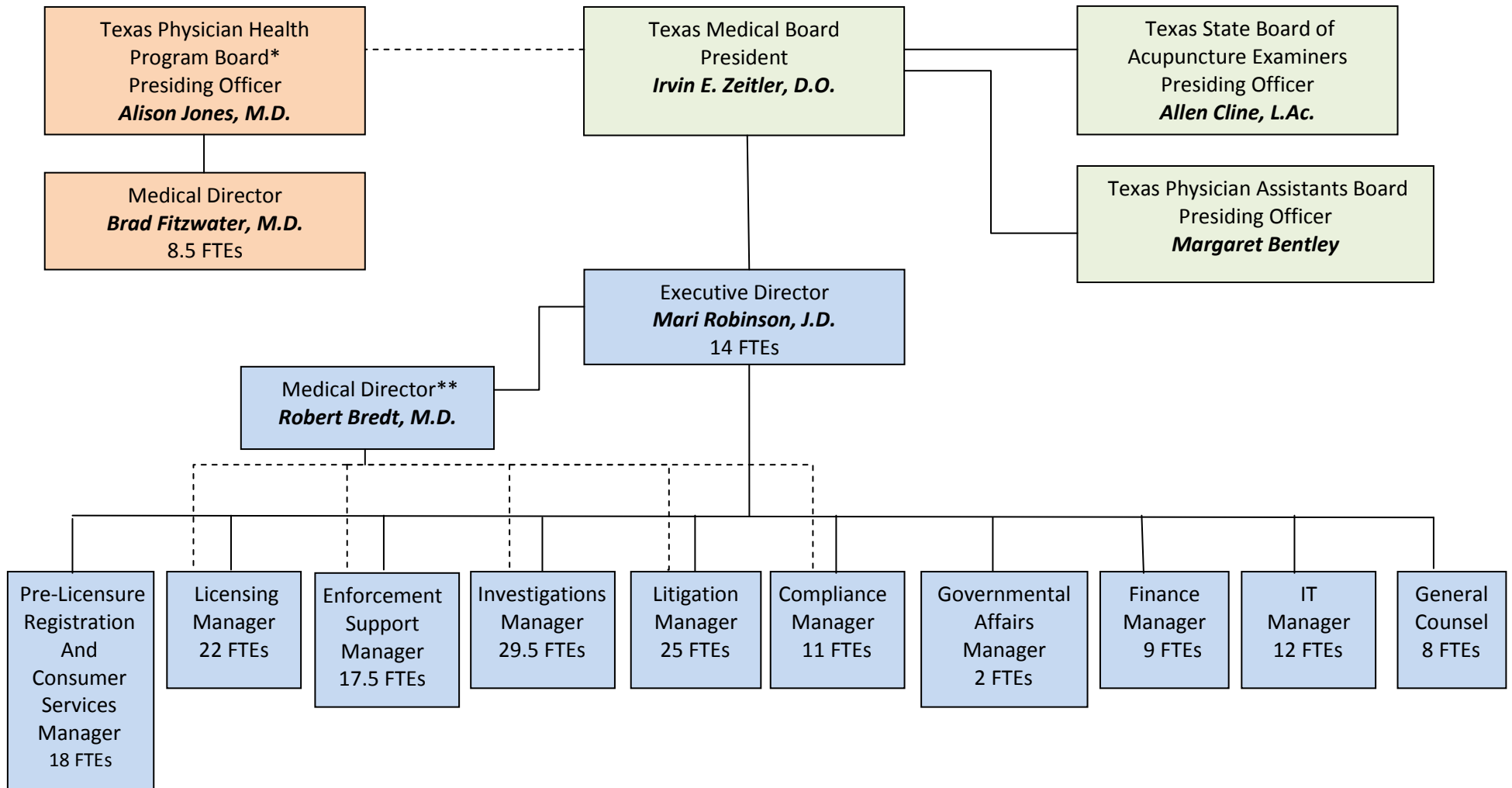


Texas Medical Board Organizational Chart



* The Texas Physician Health Program, which is administratively attached to the TMB, has a governing board appointed by the president of the Medical Board

** The Medical Director has oversight on standard of care issues within these departments.

Board Oversight: The Texas Medical Board, comprised of 12 physician members and seven public members, has oversight of the agency.

The **Executive Director** supervises 14 FTEs including the Medical Director and administrative support staff for the executive office. The executive director also serves as the chief administrator of the Physician Assistant and Acupuncture Boards. The *Medical Practice Act* requires that a **Medical Director** be appointed if the Executive Director is not a licensed physician. The Medical Director is primarily responsible for implementing and maintaining policies, systems, and measures regarding clinical and professional issues and determinations.

All 10 of the agency's departments and divisions report directly to the executive director and are described below.

The **Licensure and Consumer Services Division** is comprised of two departments: Pre-Licensure, Registration and Consumer Services and Licensing. The **Pre-Licensure, Registration and Consumer Services Manager** supervises 18 FTEs who: 1) assist applicants in pre-licensure; 2) register licenses and permits; and 3) provide information to consumers. The **Licensing Manager** supervises 22 FTEs who are responsible for processing applications for licenses for physicians, physician assistants, acupuncturists, and surgical assistants, as well as for permits for physicians in training and various others.

The TMB **Enforcement Division** is comprised of four departments: Enforcement Support, Investigations, Litigation, and Compliance. The managers of each department report directly to the Executive Director. The **Enforcement Support Manager** supervises 17.5 FTEs located at the headquarters/Austin office. These staff receive and process complaints and provide support for investigative work. The **Investigations Manager** supervises 29.5 field investigators located throughout the state who investigate complaints. The **Litigation Manager** supervises 25 FTEs including attorneys, legal assistants, and support staff. This department prepares and presents cases referred to Litigation to be heard before either an ISC panel, Show Compliance panel, or a Temporary Suspension panel and drafts orders that are proposed by the panels. Additionally, this group litigates all cases that are not settled through ISCs and have been referred for formal hearings to the State Office of Administrative Hearings. When hearings result in a disciplinary action instituted by the board the **Compliance Department** is responsible for ensuring that the licensee complies with the terms of the board action. The **Compliance Manager** supervises 11 FTEs.

The **Special Projects and Public Information Manager** supervises 2 FTEs including the Public Information Officer who is responsible for all public information released by the agency, responses to media inquiries, and the agency website. This department also prepares routine and special agency reports, coordinates agency policies, and manages legislative issues and contacts.

The **Information Technology Manager** supervises 12 FTEs with the following responsibilities: maintain the agency's custom information management system; develop and manage major projects to enhance agency information technology systems; and provide technical support for all computers, laptops, network functions, board meetings and any administrative hearings conducted by the agency.

The **Finance Manager** supervises 9 FTEs who perform accounting and support functions for the agency including purchasing, accounts payable, accounts receivable, travel reimbursement, payroll, reception, property management, and mail distribution.

The **General Counsel** provides legal counsel to the Executive Director, department heads, Medical Board, Physician Assistant Board, and Acupuncture Board. The General Counsel supervises 8 FTEs including three Assistant General Counsels and three support staff with the following duties: monitor lawsuits relating to the boards; provide legal counsel to the Licensure and Customer Affairs division; serve as Hearings Counsel to disciplinary panel members at Informal Settlement Conferences, Show Compliance, and Temporary Suspension Hearings; draft rules for all three boards, respond to open records requests, and conduct legal research. The agency's two Human Resources staff also report to the General Counsel.

The **Texas Physician Health Program**, created in the 81st Session (2009) by SB 292, is administratively attached to the agency. The program has a separate governing board of 11 members including physicians, physician assistants, and other related professionals with experience addressing health conditions that might impair physicians' and physician assistants' ability to practice medicine. The program has 9.5 FTEs consisting of the Medical Director who supervises case managers and administrative support staff.