

4779-8-01

**Renewal of license.**

## (A) Renewal applications:

At least one month prior to the license expiration date, the board shall send each licensee or temporary licensee a renewal application by electronic mail or first class mail to the last known address. It is a licensee's responsibility to report any changes in contact information to the board.

## (B) License renewal:

On or before January thirty-first in the year following the issuance of the original license, and on or before the unique license expiration date for the holder of a temporary license who has not completed the requirements to be issued a full license and who has not already renewed the temporary license previously, each person holding a license to practice orthotics, prosthetics, or pedorthics shall apply for renewal in accordance with section 4779.20 of the Revised Code.

(1) Renewal applicants will be assessed a renewal penalty equal to one-half of the renewal fee for any renewal application postmarked or paid for after the license expiration date.

(2) Licensees shall comply with the continuing education requirements for licensure renewal specified in sections 4779.20, 4779.23, and 4779.24 of the Revised Code.

(3) Any late renewal penalty fee shall be waived if the license holder or the license holder's spouse served in the armed forces of the United States or a reserve component of the armed forces of the United States, including the Ohio national guard or the national guard of any other state, and the service resulted in the holder's absence from this state or the holder was otherwise prevented from engaging in approved continuing education activities due to service or location. Such a waiver may not be granted if the service member or veteran was discharged under less than honorable conditions. A licensee requesting a waiver shall submit a statement and documentation as required by OAC Rule 4779-5-05 (B).

(C) Each licensee or temporary license holder who complies with the renewal requirements shall receive a new identification card or renewal sticker with a new expiration date. The Board may provide a virtual, printable license card as generated by the state of Ohio eLicense database platform as an alternative to a hard copy card.

(D) A licensee who fails to renew in accordance with the schedule established under paragraphs (A) and (B) of this rule shall have the license placed on lapsed status by

the board. The board shall send a notice of lapsed license status and the requirements for reinstatement by certified mail to all affected licensees with business or residential addresses in Ohio within twenty days after the license expiration date. A licensee who informs the board of an intent not to renew before the renewal expiration date shall have the license placed on non-renewal status.

(E) A licensee who continues to practice orthotics, prosthetics, or pedorthics in Ohio for more than thirty days with a lapsed license shall be subject to action under section 4779.99 of the Revised Code.

(F) A lapsed license may be reinstated to active status by completing the following:

(1) A complete license reinstatement application; An applicant for a reinstated license in orthotics, prosthetics, or prosthetics-orthotics shall utilize the form designated as "license reinstatement application 2014 revision," document identification "OPP.Reinstatement.Appn.2014" as posted to the agency website at <http://opp.ohio.gov/forms.aspx>. The form referenced in this rule shall be used on or after the effective date of this rule and no other forms will be accepted after the effective date of this rule.

(2) If the license is lapsed more than two years;

(a) Proof of successful completion of the licensing examination or examinations required by section 4779.15 of the Revised Code and rule 4779-5-01 of the Administrative Code; or

(b) Proof of current licensure in another state whose standards for licensure are at least equal to those in effect in the state of Ohio at the time of reinstatement application;

(3) Payment of the appropriate renewal fees and late fees in accordance with rule 4779-12-01 of the Administrative Code.

(G) A license issued in accordance with paragraph (F) of this rule will expire on the thirty-first of January following the issuance of the license.

Effective: 06/27/2014

R.C. 119.032 review dates: 03/17/2014 and 01/15/2019

CERTIFIED ELECTRONICALLY

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Certification

06/17/2014

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Date

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