

4755-23-06

Biennial renewal of licensure.

In accordance with section 4755.46 of the Revised Code, provisions for biennial renewal of licensure for a physical therapist or physical therapist assistant are as follows:

- (A) Persons whose last name begins with any letter of the alphabet from the letter A through L, shall renew their license by the thirty-first day of January each even-numbered year. Persons whose last name begins with any letter of the alphabet from the letter M through Z shall renew their license by the thirty-first day of January each odd-numbered year.
- (B) The office of the physical therapy section shall send a written renewal notice to each licensee no later than the first day of January of each year in which licensure renewal is required. Renewal notices shall be mailed to the licensee in accordance with the last name and address reported to the board. Failure to receive a renewal notice is not sufficient reason for reinstatement of a license which has expired for nonpayment of renewal fees.
- (C) The notice shall include an application for license renewal which shall be completed by the licensee and returned not later than the thirty-first day of January of the renewal year.
- (D) The notice shall inform the licensee that his/her license shall expire on the thirty-first day of January of the renewal year if the renewal fee is not paid by that date and the licensee will no longer be licensed to practice physical therapy in Ohio.
- (E) The notice shall state the amount of the renewal fee prescribed by rule 4755-24-04 of the Administrative Code. The notice shall state the late fee provisions for delinquency as hereinafter set forth:
 - (1) In the event any licensee fails to pay his/her renewal fee by the thirty-first day of January of any renewal year a late fee not to exceed one hundred dollars is assessed in addition to the amount of the regular renewal fee, and the provisions set out in paragraph (F) of this rule shall apply.
 - (2) In the event the renewal fee and late fee remain delinquent on the last day of February of any renewal year, the fee for late payment shall increase to an amount not to exceed two hundred dollars thereafter and the provisions set out in paragraph (F) of this rule shall apply.
- (F) After January thirty-first of any renewal year, all reinstatement applications for licensure must include a notarized statement from the applicant stating the reason why the applicant's licensure renewal fee was not paid by the prescribed renewal date. The physical therapy section may require persons filing applications for

reinstatement to appear in person before the physical therapy section.

(G) If a licensee has not complied with paragraphs (E) and (F) of this rule by the first day of February of his/her renewal year, a license can only be obtained:

(1) In the manner prescribed for new applicants including satisfactory passage of an examination as specified in section 4755.43 of the Revised Code, unless the examination is waived by the physical therapy section or the applicant has taken and successfully completed an examination that is acceptable to the section within the five-year period preceding the filing of the application for late renewal; or,

(2) When the expired license is reinstated by the physical therapy section and payment is made by the applicant of all delinquent fees owing at the time of reinstatement.

(H) The physical therapy section may reinstate a license that has expired for nonpayment of renewal fees upon a payment of all delinquent fees and compliance with paragraph (F) of this rule. The section may waive payment of late fees for reinstatement of an expired license where the section determines a licensee demonstrated good cause why he/she did not submit a renewal fee by the prescribed date, but in no instance shall the normal renewal fees be waived.

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CERTIFIED ELECTRONICALLY

Certification

02/28/2003

Date

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