



Notice of Intent to Adopt Rules

A copy of the proposed rules may be obtained at <http://rules.wyo.gov>

Revised May 2018

1. General Information

a. Agency/Board Name* Hearing Aid Specialist, Board of		
b. Agency/Board Address 2001 Capitol Ave, Rm 105	c. City Cheyenne	d. Zip Code 82002
e. Name of Agency Liaison Greg Searls	f. Agency Liaison Telephone Number 307-777-7788	
g. Agency Liaison Email Address greg.searls@wyo.gov		
h. Date of Public Notice 2/22/2019	i. Comment Period End Date 4/14/2019	
j. Public Comment URL or Email Address: greg.searls@wyo.gov		
k. Program Hearing Aid Specialist, Board of		

* By checking this box, the agency is indicating it is exempt from certain sections of the Administrative Procedure Act including public comment period requirements. Please contact the agency for details regarding these rules.

2. Legislative Enactment

For purposes of this Section 2, "new" only applies to regular rules promulgated in response to a Wyoming legislative enactment not previously addressed in whole or in part by prior rulemaking and does not include rules adopted in response to a federal mandate.

a. Are these rules new as per the above description and the definition of "new" in Chapter 1 of the Rules on Rules?

No. Yes. Please provide the Chapter Numbers and Years Enacted
(eg: 2015 Session Laws Chapter 154):

3. Rule Type and Information

a. Provide the Chapter Number, Title, and Proposed Action for Each Chapter.
Please use the Additional Rule Information form for more than 10 chapters, and attach it to this certification.

Chapter Number: 1	Chapter Name: General Provisions	<input type="checkbox"/> New <input checked="" type="checkbox"/> Amended <input type="checkbox"/> Repealed
Chapter Number: 3	Chapter Name: <small>Licensure Requirements and Application Procedures (Licensure, Temporary Permit, and Renewal Requirements and Application Procedures)</small>	<input type="checkbox"/> New <input checked="" type="checkbox"/> Amended <input type="checkbox"/> Repealed
Chapter Number:	Chapter Name:	<input type="checkbox"/> New <input type="checkbox"/> Amended <input type="checkbox"/> Repealed
Chapter Number:	Chapter Name:	<input type="checkbox"/> New <input type="checkbox"/> Amended <input type="checkbox"/> Repealed
Chapter Number:	Chapter Name:	<input type="checkbox"/> New <input type="checkbox"/> Amended <input type="checkbox"/> Repealed
Chapter Number:	Chapter Name:	<input type="checkbox"/> New <input type="checkbox"/> Amended <input type="checkbox"/> Repealed
Chapter Number:	Chapter Name:	<input type="checkbox"/> New <input type="checkbox"/> Amended <input type="checkbox"/> Repealed
Chapter Number:	Chapter Name:	<input type="checkbox"/> New <input type="checkbox"/> Amended <input type="checkbox"/> Repealed
Chapter Number:	Chapter Name:	<input type="checkbox"/> New <input type="checkbox"/> Amended <input type="checkbox"/> Repealed
Chapter Number:	Chapter Name:	<input type="checkbox"/> New <input type="checkbox"/> Amended <input type="checkbox"/> Repealed

4. Public Comments and Hearing Information

a. A public hearing on the proposed rules has been scheduled. No. Yes. Please complete the boxes below.

Date:	Time:	City:	Location:
-------	-------	-------	-----------

b. What is the manner in which interested persons may present their views on the rulemaking action?

By submitting written comments to the Agency at the physical and/or email address listed in Section 1 above.

At the following URL: _____

A public hearing will be held if requested by 25 persons, a government subdivision, or by an association having not less than 25 members. Requests for a public hearing may be submitted:

To the Agency at the physical and/or email address listed in Section 1 above.

At the following URL: _____

c. Any person may urge the Agency not to adopt the rules and request the Agency to state its reasons for overruling the consideration urged against adoption. Requests for an agency response must be made prior to, or within thirty (30) days after adoption, of the rule, addressed to the Agency and Agency Liaison listed in Section 1 above.

5. Federal Law Requirements

a. These rules are created/amended/repealed to comply with federal law or regulatory requirements. No. Yes. Please complete the boxes below.

Applicable Federal Law or Regulation Citation:
--

Indicate one (1):

The proposed rules meet, but do not exceed, minimum federal requirements.

The proposed rules exceed minimum federal requirements.

Any person wishing to object to the accuracy of any information provided by the Agency under this item should submit their objections prior to final adoption to:

To the Agency at the physical and/or email address listed in Section 1 above.

At the following URL: _____

6. State Statutory Requirements

a. Indicate one (1):

The proposed rule change *MEETS* minimum substantive statutory requirements.

The proposed rule change *EXCEEDS* minimum substantive statutory requirements. Please attach a statement explaining the reason that the rules exceed the requirements.

b. Indicate one (1):

The Agency has complied with the requirements of W.S. 9-5-304. A copy of the assessment used to evaluate the proposed rules may be obtained:

By contacting the Agency at the physical and/or email address listed in Section 1 above.

At the following URL: _____

Not Applicable.

7. Additional APA Provisions

a. Complete all that apply in regards to uniform rules:

These rules are not impacted by the uniform rules identified in the Administrative Procedure Act, W.S. 16-3-103(j).

The following chapters do not differ from the uniform rules identified in the Administrative Procedure Act, W.S. 16-3-103(j):

(Provide chapter numbers)

These chapters differ from the uniform rules identified in the Administrative Procedure Act, W.S. 16-3-103(j) (see Statement of Principal Reasons).

(Provide chapter numbers)

b. Checklist

The Statement of Principal Reasons is attached to this Notice and, in compliance with *Tri-State Generation and Transmission Association, Inc. v. Environmental Quality Council*, 590 P.2d 1324 (Wyo. 1979), includes a brief statement of the substance or terms of the rule and the basis and purpose of the rule.

If applicable: In consultation with the Attorney General's Office, the Agency's Attorney General representative concurs that strike and underscore is not required as the proposed amendments are pervasive (Chapter 3, *Types of Rules Filings*, Section 1, Proposed Rules, of the Rules on Rules).

8. Authorization

a. I certify that the foregoing information is correct.

<i>Printed Name of Authorized Individual</i>	Greg Searls
<i>Title of Authorized Individual</i>	Executive Director
<i>Date of Authorization</i>	2/19/19

STATEMENT OF PRINCIPAL REASONS
FOR FORMAL ADOPTION OF REGULAR RULES

Pursuant to authority granted under the Hearing Aid Licensure Act, W.S. 33-35-105 through W.S. 33-35-121, the Wyoming Board of Hearing Aid Specialists, the Board adopted the following proposed amendments through the regular rulemaking process:

Chapter 1 – General Provisions

- In Section 3(f), removing the definition of NIHIS (National Institute for Hearing Instruments Studies) and replacing with IHS (International Hearing Society).

Chapter 3 – Licensure, Temporary Permit, and Renewal Requirements and Application Procedures

- In Section 4(d), changed the reference from NIHIS to IHS.
- In Section 4(e)(i), changed the specific score to the recommendation of the agency responsible for creating, administering, and scoring the exam. They administer different tests and the passing score may vary based upon the exam administered.
- In Section 7(d)(i)(A), changed the reference from NIHIS to IHS.

Chapter 1
General Provisions

Section 1. Authority. The Board is authorized under the Act and the WAPA to promulgate rules and regulations to be used by the Board in the discharge of its duties to govern the licensure of hearing aid specialists and the regulation of the practice of hearing aid specialists in Wyoming.

Section 2. Statement of Purpose. These Board Rules are adopted to implement the Board's authority to establish administrative procedures.

Section 3. Definitions.

(a) "Act" means the Hearing Aid Specialist Licensure Act, Wyoming Statute 33-35-101 through -121.

(b) "ARC" means Application Review Committee.

(c) "Audiogram" means a graph showing the degree of hearing loss in a particular ear as indicated by the use of an audiometer.

(d) "Board Rules" means the administrative rules and regulations promulgated by the Board.

(e) "DC" means Disciplinary Committee which may be comprised of at least one (1) Board member or the Executive Director.

(f) ~~"NIHIS" means the National Institute for Hearing Instruments Studies~~ "IHS" means the International Hearing Society.

(g) "WAPA" means the Wyoming Administrative Procedure Act, W.S. 16-3-101 through -115.

Section 4. Board Meetings.

(a) The Board shall set its regular meetings by resolution.

(b) The Board shall meet as necessary at the time and place designated by the Board chairman and the Board.

Section 5. Board Office. The Board office shall be located at 2001 Capitol Avenue, Cheyenne, Wyoming.

Section 6. Reference by Incorporation.

(a) Each rule incorporated by reference is further identified as follows:

(i) Chapter 2 - Uniform Rules for Contested Case Practice and Procedure, adopted by the Office of Administrative Hearings and effective on October 17, 2014, found at: <http://hearingaid.wyo.gov>.

(ii) Chapter 2 - Uniform Procedures, Fees, Costs and Charges for Inspecting, Copying and Producing Public Records adopted by the Department of Administration and Information and effective on September 6, 2016, found at <http://hearingaid.wyo.gov>.

(b) For these rules incorporated by reference:

(i) The Board has determined that incorporation of the full text in these rules would be cumbersome or inefficient given the length or nature of the rules;

(ii) The incorporation by reference does not include any later amendments or editions of the incorporated matter beyond the applicable date identified in subsection (a) of this section; and

(iii) The incorporated rules are maintained at the Board's office and are available for public inspection and copying at the same location.

Section 7. Public Records Inspection. Public records inspections shall be conducted pursuant to the Department of Administration and Information's rules concerning public records.

Section 8. Change of Name, Address, or Telephone Number. Each applicant, permittee, and licensee shall notify the Board in writing of any change to their legal name, home address, business address, or telephone number within thirty (30) days of the change.

Chapter 3

Licensure, Temporary Permit, and Renewal Requirements and Application Procedures

Section 1. Change of Name, Address, or Telephone Number. Each applicant, permittee, and licensee shall notify the Board in writing of any change to their legal name, home address, business address, or telephone number within thirty (30) days of the change.

Section 2. Application Status.

(a) For those applicants seeking licensure, all requirements shall be met during the timeframe identified immediately prior to submitting a completed application.

(b) Applications shall be deemed "complete" when all necessary documentation has been received by the Board office.

(c) Applications shall expire one year after submission. If an application expires, an applicant shall submit a new application, including payment of fee.

Section 3. Application Review Committee.

(a) Every application shall be reviewed by the ARC.

(b) An applicant for licensure shall have committed no acts which are grounds for disciplinary action, or if the act was committed, the ARC has found after investigation that sufficient restitution has been made and the applicant no longer presents a threat to the public safety.

(c) If the ARC is unable to ascertain from documents submitted by the applicant that the applicant is eligible for examination or licensure, the ARC may require the applicant to provide additional documentation, information, or meet informally with the ARC.

Section 4. Licensure by Examination.

(a) Eligibility. An applicant may seek licensure by examination if the applicant is not licensed to practice in another jurisdiction or that jurisdiction's licensure requirements are not as stringent as Wyoming.

(b) Application Requirements. Applicant shall:

- (i) Submit a completed application and payment of fee;
 - (ii) Submit references from three (3) individuals familiar with the applicant with whom the applicant has had contact within the past five (5) years. References shall:
 - (A) Be written within the last six (6) months;
 - (B) Not be from relatives of the applicant; and
 - (C) Contain an original signature and be submitted directly to the office of the Board from the respondent and not forwarded through the applicant.
 - (iii) Submit a certification of calibration of all audiometric equipment in use signed by a qualified person during the previous twelve (12) months; and
 - (iv) Successfully pass the written, practical, and jurisprudence examinations.
- (c) Application Review Committee Action. After reviewing the application, the ARC may:
- (i) Recommend eligibility for the applicant sit for necessary examinations; or
 - (ii) Recommend denial of the license.
- (d) Examination Procedures. Based on the ARC's recommendation of eligibility, the Board office shall:
- (i) Notify ~~NIHHS~~IHS that applicant is eligible to sit for the written examination; and
 - (ii) Schedule an appointment for the applicant to be administered the practical and jurisprudence examinations within one (1) calendar year. Failure to sit for these examinations shall result in the expiration of the application, and applicant shall reapply.
- (e) Passing Score. To successfully pass each examination, the applicant shall obtain a score of:
- (i) ~~Sixty seven and a half percent (67.5%) on the NIHHS written examination~~ Pass, as determined by IHS, on the IHS written examination;

(ii) Sixty-five percent (65%) on each section of the practical examination, with an overall average of seventy percent (70%) on the entire practical examination; and

(iii) Seventy percent (70%) on the jurisprudence examination.

(f) Reexamination. Any applicant that fails to successfully pass any or all examinations may be eligible for re-examination and shall pay the examination fee.

Section 5. Licensure by Endorsement.

(a) Eligibility. An applicant may seek licensure by endorsement if the applicant is licensed to practice in another jurisdiction with licensure requirements as stringent as Wyoming.

(b) Application Requirements. Applicant shall:

(i) Submit a completed application and payment of fee;

(ii) Submit references from three (3) individuals as defined in Section 4(b)(ii);

(iii) Submit a certification of calibration of all audiometric equipment in use signed by a qualified person during the previous twelve (12) months; and

(iv) Successfully pass the jurisprudence examination.

Section 6. Temporary Permit.

(a) Eligibility. After the ARC recommends eligibility to sit for examinations, an applicant may seek a temporary permit to practice pending administration of those examinations. Applicant shall take the first available examination.

(b) Without Supervision Application. Any applicant that meets the requirements established in W.S. 33-35-110 may apply for a temporary permit without supervision. The applicant shall submit a completed application and payment of fee.

(c) With Supervision Application. Applicant shall submit a completed application, an executed sponsorship agreement form, and payment of fee.

(d) Expiration of Temporary Permits. Any temporary permit granted by the Board shall expire within one (1) year from issuance or when the applicant is granted a license, whichever occurs first.

(e) **Renewal of Temporary Permits.** Applicant may renew a temporary permit with supervision once upon payment of a fee. A temporary permit without supervision shall not be renewed.

Section 7. Annual Licensure Renewal.

(a) **Licensure Expiration.** Licenses expire January 30 of each year. Licensees shall renew their license on or before January 30. Licensees that fail to timely renew shall forfeit the right to practice.

(b) **Renewal Notice.** On or before December 31, the Board shall send a renewal notice to each licensee at their last business address of record. Failure to receive notice shall not excuse a licensee from the requirement for renewal under the Act and these Board Rules.

(c) **Renewal Procedure.** A licensee seeking renewal shall:

(i) Submit a completed renewal application and payment of fee;

(ii) Verify audiometer calibration certification; and

(iii) Submit evidence of completion of ten (10) hours of continued education that complies with subsection (d).

(d) **Continuing Education Requirements.**

(i) Continuing education activity shall be completed during the twelve (12) months prior to the license expiration. The following continuing education programs shall be accepted by the Board:

(A) Programs approved or sponsored by NIHHSIHS; and

(B) With ninety (90) days prior written approval of the Board, college credits and programs sponsored by the Wyoming Speech, Hearing, and Language Association; the American Speech, Hearing, and Language Association; and other relevant programs or courses.

(ii) Successful completion of the licensure examination shall be deemed fulfillment of the continuing education requirement for the initial renewal of a license.

(iii) If a licensee fails to meet the continuing education requirement, the licensee shall present satisfactory evidence of educational study of a standard and pay an additional fee.

Section 8. Failure to Timely Renew.

(a) Unlicensed Practice. Failure to timely renew may subject the licensee to disciplinary action for unlicensed practice.

(b) Administrative Grace Period.

(i) The administrative grace period shall be from January 31st to March 1st.

(ii) Licensees that failed to timely renew may apply for renewal during the administrative grace period. However, licensees shall not practice until the Board approves their license.

(iii) Licensees that failed to timely renew shall meet the renewal requirements under Section 9 (i)-(iii) including payment of additional fee.

(iv) On March 2nd, any license not renewed shall lapse

Section 9. Lapsed License and Relicensure.

(a) If a license lapses, the applicant shall apply for relicensure.

(b) Relicensure Requirements and Procedure.

(i) If the license lapsed for less than two (2) years, the applicant shall:

(A) Submit a completed relicensure application and payment of fee;

(B) Submit a certification of calibration of all audiometric equipment in use signed by a qualified person during the previous twelve (12) months; and

(C) Submit references from three (3) individuals as defined in Section 4(b)(ii).

(ii) If the license lapsed more than two (2) years, the applicant shall:

- (A) Meet the requirements of Section 9(b)(i); and
- (B) Jurisprudence and Competency (written and practical).

Section 10. Reinstatement of Licensure.

(a) Eligibility. An applicant may seek reinstatement of their license if that license has been revoked, surrendered, suspended, conditioned, or restricted.

(b) Application Requirements. Applicant shall:

- (i) Submit a completed reinstatement application and payment of fee;
- (ii) Submit evidence of complying with the requirements of a previous Board order;
- (iii) Submit evidence of applicant's ability to safely and competently practice; and
- (iv) Submit evidence demonstrating just cause for reinstatement.

Chapter 1
General Provisions

Section 1. Authority. The Board is authorized under the Act and the WAPA to promulgate rules and regulations to be used by the Board in the discharge of its duties to govern the licensure of hearing aid specialists and the regulation of the practice of hearing aid specialists in Wyoming.

Section 2. Statement of Purpose. These Board Rules are adopted to implement the Board's authority to establish administrative procedures.

Section 3. Definitions.

(a) "Act" means the Hearing Aid Specialist Licensure Act, Wyoming Statute 33-35-101 through -121.

(b) "ARC" means Application Review Committee.

(c) "Audiogram" means a graph showing the degree of hearing loss in a particular ear as indicated by the use of an audiometer.

(d) "Board Rules" means the administrative rules and regulations promulgated by the Board.

(e) "DC" means Disciplinary Committee which may be comprised of at least one (1) Board member or the Executive Director.

(f) "IHS" means the International Hearing Society.

(g) "WAPA" means the Wyoming Administrative Procedure Act, W.S. 16-3-101 through -115.

Section 4. Board Meetings.

(a) The Board shall set its regular meetings by resolution.

(b) The Board shall meet as necessary at the time and place designated by the Board chairman and the Board.

Section 5. Board Office. The Board office shall be located at 2001 Capitol Avenue, Cheyenne, Wyoming.

Section 6. Reference by Incorporation.

(a) Each rule incorporated by reference is further identified as follows:

(i) Chapter 2 - Uniform Rules for Contested Case Practice and Procedure, adopted by the Office of Administrative Hearings and effective on October 17, 2014, found at: <http://hearingaid.wyo.gov>.

(ii) Chapter 2 - Uniform Procedures, Fees, Costs and Charges for Inspecting, Copying and Producing Public Records adopted by the Department of Administration and Information and effective on September 6, 2016, found at <http://hearingaid.wyo.gov>.

(b) For these rules incorporated by reference:

(i) The Board has determined that incorporation of the full text in these rules would be cumbersome or inefficient given the length or nature of the rules;

(ii) The incorporation by reference does not include any later amendments or editions of the incorporated matter beyond the applicable date identified in subsection (a) of this section; and

(iii) The incorporated rules are maintained at the Board's office and are available for public inspection and copying at the same location.

Section 7. Public Records Inspection. Public records inspections shall be conducted pursuant to the Department of Administration and Information's rules concerning public records.

Section 8. Change of Name, Address, or Telephone Number. Each applicant, permittee, and licensee shall notify the Board in writing of any change to their legal name, home address, business address, or telephone number within thirty (30) days of the change.

Chapter 3

Licensure, Temporary Permit, and Renewal Requirements and Application Procedures

Section 1. Change of Name, Address, or Telephone Number. Each applicant, permittee, and licensee shall notify the Board in writing of any change to their legal name, home address, business address, or telephone number within thirty (30) days of the change.

Section 2. Application Status.

(a) For those applicants seeking licensure, all requirements shall be met during the timeframe identified immediately prior to submitting a completed application.

(b) Applications shall be deemed "complete" when all necessary documentation has been received by the Board office.

(c) Applications shall expire one year after submission. If an application expires, an applicant shall submit a new application, including payment of fee.

Section 3. Application Review Committee.

(a) Every application shall be reviewed by the ARC.

(b) An applicant for licensure shall have committed no acts which are grounds for disciplinary action, or if the act was committed, the ARC has found after investigation that sufficient restitution has been made and the applicant no longer presents a threat to the public safety.

(c) If the ARC is unable to ascertain from documents submitted by the applicant that the applicant is eligible for examination or licensure, the ARC may require the applicant to provide additional documentation, information, or meet informally with the ARC.

Section 4. Licensure by Examination.

(a) Eligibility. An applicant may seek licensure by examination if the applicant is not licensed to practice in another jurisdiction or that jurisdiction's licensure requirements are not as stringent as Wyoming.

(b) Application Requirements. Applicant shall:

- (i) Submit a completed application and payment of fee;
 - (ii) Submit references from three (3) individuals familiar with the applicant with whom the applicant has had contact within the past five (5) years. References shall:
 - (A) Be written within the last six (6) months;
 - (B) Not be from relatives of the applicant; and
 - (C) Contain an original signature and be submitted directly to the office of the Board from the respondent and not forwarded through the applicant.
 - (iii) Submit a certification of calibration of all audiometric equipment in use signed by a qualified person during the previous twelve (12) months; and
 - (iv) Successfully pass the written, practical, and jurisprudence examinations.
- (c) Application Review Committee Action. After reviewing the application, the ARC may:
- (i) Recommend eligibility for the applicant sit for necessary examinations; or
 - (ii) Recommend denial of the license.
- (d) Examination Procedures. Based on the ARC's recommendation of eligibility, the Board office shall:
- (i) Notify IHS that applicant is eligible to sit for the written examination; and
 - (ii) Schedule an appointment for the applicant to be administered the practical and jurisprudence examinations within one (1) calendar year. Failure to sit for these examinations shall result in the expiration of the application, and applicant shall reapply.
- (e) Passing Score. To successfully pass each examination, the applicant shall obtain a score of:
- (i) Pass, as determined by IHS, on the IHS written examination;
 - (ii) Sixty-five percent (65%) on each section of the practical examination, with an overall average of seventy percent (70%) on the entire practical examination; and

(iii) Seventy percent (70%) on the jurisprudence examination.

(f) Reexamination. Any applicant that fails to successfully pass any or all examinations may be eligible for re-examination and shall pay the examination fee.

Section 5. Licensure by Endorsement.

(a) Eligibility. An applicant may seek licensure by endorsement if the applicant is licensed to practice in another jurisdiction with licensure requirements as stringent as Wyoming.

(b) Application Requirements. Applicant shall:

(i) Submit a completed application and payment of fee;

(ii) Submit references from three (3) individuals as defined in Section 4(b)(ii);

(iii) Submit a certification of calibration of all audiometric equipment in use signed by a qualified person during the previous twelve (12) months; and

(iv) Successfully pass the jurisprudence examination.

Section 6. Temporary Permit.

(a) Eligibility. After the ARC recommends eligibility to sit for examinations, an applicant may seek a temporary permit to practice pending administration of those examinations. Applicant shall take the first available examination.

(b) Without Supervision Application. Any applicant that meets the requirements established in W.S. 33-35-110 may apply for a temporary permit without supervision. The applicant shall submit a completed application and payment of fee.

(c) With Supervision Application. Applicant shall submit a completed application, an executed sponsorship agreement form, and payment of fee.

(d) Expiration of Temporary Permits. Any temporary permit granted by the Board shall expire within one (1) year from issuance or when the applicant is granted a license, whichever occurs first.

(e) Renewal of Temporary Permits. Applicant may renew a temporary permit with supervision once upon payment of a fee. A temporary permit without supervision shall not be renewed.

Section 7. Annual Licensure Renewal.

(a) Licensure Expiration. Licenses expire January 30 of each year. Licensees shall renew their license on or before January 30. Licensees that fail to timely renew shall forfeit the right to practice.

(b) Renewal Notice. On or before December 31, the Board shall send a renewal notice to each licensee at their last business address of record. Failure to receive notice shall not excuse a licensee from the requirement for renewal under the Act and these Board Rules.

(c) Renewal Procedure. A licensee seeking renewal shall:

(i) Submit a completed renewal application and payment of fee;

(ii) Verify audiometer calibration certification; and

(iii) Submit evidence of completion of ten (10) hours of continued education that complies with subsection (d).

(d) Continuing Education Requirements.

(i) Continuing education activity shall be completed during the twelve (12) months prior to the license expiration. The following continuing education programs shall be accepted by the Board:

(A) Programs approved or sponsored by IHS; and

(B) With ninety (90) days prior written approval of the Board, college credits and programs sponsored by the Wyoming Speech, Hearing, and Language Association; the American Speech, Hearing, and Language Association; and other relevant programs or courses.

(ii) Successful completion of the licensure examination shall be deemed fulfillment of the continuing education requirement for the initial renewal of a license.

(iii) If a licensee fails to meet the continuing education requirement, the licensee shall present satisfactory evidence of educational study of a standard and pay an additional fee.

Section 8. Failure to Timely Renew.

(a) Unlicensed Practice. Failure to timely renew may subject the licensee to disciplinary action for unlicensed practice.

(b) Administrative Grace Period.

(i) The administrative grace period shall be from January 31st to March 1st.

(ii) Licensees that failed to timely renew may apply for renewal during the administrative grace period. However, licensees shall not practice until the Board approves their license.

(iii) Licensees that failed to timely renew shall meet the renewal requirements under Section 9 (i)-(iii) including payment of additional fee.

(iv) On March 2nd, any license not renewed shall lapse

Section 9. Lapsed License and Relicensure.

(a) If a license lapses, the applicant shall apply for relicensure.

(b) Relicensure Requirements and Procedure.

(i) If the license lapsed for less than two (2) years, the applicant shall:

(A) Submit a completed relicensure application and payment of fee;

(B) Submit a certification of calibration of all audiometric equipment in use signed by a qualified person during the previous twelve (12) months; and

(C) Submit references from three (3) individuals as defined in Section 4(b)(ii).

(ii) If the license lapsed more than two (2) years, the applicant shall:

- (A) Meet the requirements of Section 9(b)(i); and
- (B) Jurisprudence and Competency (written and practical).

Section 10. Reinstatement of Licensure.

(a) Eligibility. An applicant may seek reinstatement of their license if that license has been revoked, surrendered, suspended, conditioned, or restricted.

(b) Application Requirements. Applicant shall:

- (i) Submit a completed reinstatement application and payment of fee;
- (ii) Submit evidence of complying with the requirements of a previous Board order;
- (iii) Submit evidence of applicant's ability to safely and competently practice; and
- (iv) Submit evidence demonstrating just cause for reinstatement.