

**PROPOSED AMENDMENTS TO  
BOARD OF RESPIRATORY CARE  
Licensing Policy 2015-01**

<b>Title</b>	Board Staff Authority to Reactivate/Renew Expired Licenses
<b>Purpose</b>	The Board of Respiratory Care adopts this policy to permit Board staff to renew expired licenses in a timely manner.
<b>Date Adopted/ Revised</b>	Adopted: April 21, 2015; amended February 16, 2016
<b>General Statement of Policy</b>	Pursuant to Massachusetts General Laws (G.L.) Chapter 112 sections 23S and 23U, each respiratory therapist must renew his or her license to practice every two (2) years (renewal period). An individual with an expired license is not authorized to render respiratory care services or to use the title "respiratory therapist" during the period in which the license is expired. The Board hereby authorizes the Board Executive Director and Board staff to renew an individual's license when he or she meets all renewal criteria, consistent with Board regulations at 261 CMR 2.09(2)(a),(b).
<b>Procedures for Renewal of an Expired License</b>	<p>If an individual with an expired license requests that his or her expired license be renewed within two succeeding licensure periods, that individual must:</p> <ol style="list-style-type: none"> <li>1. submit a completed renewal application,</li> <li>2. pay the renewal fee for the current licensure period, <u>unless waived in accordance with M.G.L.c. 112 § 1B (the Valor Act).</u></li> <li>3. pay one late fee, unless waived in accordance with M.G.L.c. 112 § 1B, and</li> <li>4. document completion of all continuing education contact hours required by the Board since the date that the license was last issued/renewed.</li> </ol> <p>If an individual with an expired license requests renewal/ after more than two licensure periods, he or she must do all of the following:</p> <ol style="list-style-type: none"> <li>1. submit a completed renewal application</li> <li>2. pay the application fee, unless waived in accordance with M.G.L.c. 112 § 1B (the Valor Act).</li> <li>3. pay the current renewal fee, unless waived in accordance with M.G.L.c. 112 § 1B,</li> <li>4. pay a late fee, unless waived in accordance with M.G.L.c. 112 § 1B, and</li> <li>5. document completion of the continuing education contact hours required by the Board for the current renewal period.</li> </ol> <p>All such renewal requests will be evaluated on a case-by-case basis, after the Board receives all requested materials.</p>
<b>Appeal</b>	Any Licensee aggrieved by a Board staff decision, may request review by the Board members.