

Beginning in 2008, license renewals will be an annual renewal with the following renewal fees:

- \$275 for an active license
- \$125 for an inactive license
- \$15 for a retired license
- \$60 for a certificate of special competency in natural childbirth

Please remember that a completed renewal application will consist of the following items:

- Completed renewal form
- License fee
- Completed affidavit confirming completion of CE
- Late fee, if applicable

By October 20th, the Board will send all licensees a renewal form via email to the last email address on record, *so be sure we have your current email address*. If you do not use email, you will be mailed a paper renewal by November 1st, *so be sure we have your current mailing address*. If you have not received your renewal form by November 15th, you will need to contact the OBNE office. OBNE will not be responsible for undeliverable mailings.

If you fail to submit a completed renewal by December 15th, you will need to submit the \$75 late fee and completed renewal by December 31st. If this deadline is not met, your license will lapse and you will not be able to practice until your license is brought back to good standing, which includes a \$150 restoration fee.

For more information regarding license renewals, please review the following Oregon Administrative Rule:

850-030-0195

License Renewal Requirements

All Naturopathic physicians licensed under ORS Chapter 685, whether active or inactive or retired must complete an annual renewal form furnished by the Board. Specific requirements for each license status, renewal procedures and requirements are as follows:

- (1) A Naturopathic physician holding an initial license:
 - (a) Must complete the renewal form furnished by the Board; and
 - (b) Pay the annual renewal fee according to OAR 850-030-0090 and 850-030-0035; and
 - (c) Is exempt from completing CE in the initial year of licensure.
- (2) A licensee doing an accredited residency for at least six months in the calendar year must:
 - (a) Complete the annual renewal form furnished by the Board; and
 - (b) Pay the annual renewal fee according to OAR 850-030-0090 and 850-030-0035; and

- (c) Provide proof of an accredited residency to meet the CE requirement for an active license.
- (3) A Naturopathic physician holding a certificate to practice natural childbirth must complete at least 15 hours of CE each year in obstetrics and sign an affidavit furnished by the Board confirming these hours. Seven of the 15 hours in obstetrics may be used to satisfy the requirement of an active license in 850-030-0195(4). The licensee must provide proof of current certification in neonatal resuscitation annually with the renewal.
- (4) To maintain an active license, a licensee must:
- (a) Complete the annual renewal form furnished by the Board; and
 - (b) Pay the annual renewal fee according to OAR 850-030-0090 and 850-030-0035; and
 - (c) Complete at least 25 hours of Board approved CE per OAR 850-040-0210 each year and submit a signed affidavit furnished by the Board confirming this. At least five of the required 25 CE hours must be in the pharmacology of legend drugs.
- (5) A Naturopathic physician holding an inactive license must:
- (a) Complete the renewal form furnished by the Board; and
 - (b) Pay the annual renewal fee per OAR 850-030-0035; and
 - (c) Complete at least 10 hours of Board approved CE each year and submit a signed affidavit furnished by the Board confirming these hours.
- (6) A retired status Naturopathic license, upon completing the renewal form furnished by the Board and paying the annual renewal fee for a retired license is not required to complete CE for renewal.
- (7) By November 1, the Board will send to all licensees an annual renewal form to the last mailing address on record. For a renewal to be timely, a licensee must submit to the Board a completed renewal application postmarked no later than December 15 each year. A completed renewal application consists of the completed renewal form, the annual license fee if due, and the late fee, if appropriate, and the completed affidavit confirming completion of continuing education as required under sections (1) through (6) of this rule. Failure to meet the December 15 deadline shall result in a late fee of \$75, which must be submitted with the renewal application form. Any licensee who does not receive the renewal form by November 15 should notify the Board. It is the licensee's duty to obtain and submit the renewal form in a timely manner.
- (8) The license of any licensee who fails to submit a completed renewal application by December 31 shall lapse, effective at midnight, December 31.
- (9) Licensees must maintain for a period of at least five years, full and accurate records including verification of attendance to support hours reported on the signed affidavit.
- (10) Each year the Board will audit a number of license renewals. These licensees will be asked to provide their CE documents to verify the signed affidavit. Licensee must provide CE records and verifications that will document compliance with the renewal requirements.
- (11) To apply for reinstatement of a license from inactive to active status a licensee must:
- (a) Complete the reinstatement form furnished by the Board; and
 - (b) Pay the appropriate fees per ORS 685.100 and OAR 850-030-0035, and

(c) Submit an affidavit confirming completion of continuing education as follows:

(A) If the license is inactive for 12 months or less, the licensee must demonstrate completion of 25 hours of approved continuing education during the past 12 months, with five of these hours in pharmacology; and

(B) If the license is inactive for more than one year, licensee must provide an additional five hours of approved continuing education for each subsequent year or partial year that the license was inactive, in addition to the 10 hours of CE required by OAR 850-030-0195(5).

(d) If license is inactive for more than five years, licensee must take and pass the state jurisprudence and formulary examinations furnished by the Board.

(12) After January 1, the Board may reinstate a license that has been lapsed for one year or less, upon submission of the affidavit of continuing education as required for an active license, completion of the renewal form furnished by the Board and paying the appropriate fees per ORS 685.100 and OAR 850-030-0035.

(13) Any licensee who has allowed a license to lapse for more than 12 months must apply and meet the qualifications under ORS 685.060 through 685.085 for licensure.

Stat. Auth.: ORS 685.125

Stats. Implemented: ORS 685.100

Hist.: BNE 1-2003, f. & cert. ef. 2-14-03; Renumbered from 850-010-0195, BNE 8-2005, f. & cert. ef. 10-27-05; BNE 3-2008, f. 4-21-08, cert. ef. 6-10-08