PERMANENT ADMINISTRATIVE ORDER

OBNM 3-2018
CHAPTER 850
OREGON BOARD OF NATUROPATHIC MEDICINE

FILING CAPTION: Change annual license renewal due date, corrects and clarifies fee and renewal schedules.

EFFECTIVE DATE: 02/16/2018

AGENCY APPROVED DATE: 02/12/2018

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RULES:
850-030-0035, 850-030-0090, 850-030-0195

AMEND: 850-030-0035

NOTICE FILED DATE: 09/14/2017

RULE SUMMARY: Eliminates imposition of $100 late fee on licensure applications received after December 15 and clarifies fee schedule.

CHANGES TO RULE:

850-030-0035
Fees for Licensure, Examination and Certification

(1) Fees schedule:
(a) The fee to apply to take the jurisprudence and formulary examinations to be eligible for licensure shall be $150.
(b) Effective January 1, 2012, the fee for an initial license to practice naturopathic medicine (including reciprocity) shall be $300 and pro-rated according to receipt of application:
(A) If the application for initial licensure is received January 1 through March 31, the fee for initial licensure will be $300;
(B) If the application for initial licensure is received April 1 through June 30, the fee for initial licensure will be $225;
(C) If the application for initial licensure is received July 1 through September 30, the fee for initial licensure will be $150; and
(D) If the application for initial licensure is received October 1 through December 31, the fee for initial licensure will be $75.
(c) The fee for a criminal background check shall be $50.
(d) The initial fee for an initial certificate of special competency in natural childbirth shall be $60.
(e) The annual license renewal fee for an active Naturopathic license, initial fee to change the status of an active license to inactive shall be $30.
(f) The annual license renewal fee for an inactive license shall be $140. 

(g) The annual license renewal fee for a retired license shall be $15. 

(h) The annual renewal fee for a certificate of special competency in natural childbirth shall be $60. 

(i) A late fee of $100 will be charged for any renewal that does not meet the December 15 deadline per OAR 850-030-0195. 

(j) The fee to reinstate a lapsed license to active status shall be $300 plus a restoration fee of $150. 

(k) The annual license renewal fee for a certificate of special competency in natural childbirth shall be $60. 

(l) The fee to reinstate a lapsed license to active status within 12 months of being lapsed shall be $15. 

(m) The fee for a duplicate license shall be $25. 

(n) The fee for a wall certificate shall be $25. 

(o) The fee for mailing an examination packet shall be $40 or the current rate charged for the secure overnight mailing of examinations. 

(p) The fee for requesting a mailing list of licensees shall be $50. 

(q) The fee for copies of public documents shall be $15 for the first ten single-sided pages and 10 cents per page thereafter. 

(2) All Board fees and fines are non-refundable. 

Statutory/Other Authority: ORS 685.100(6)(b), 685.100(6)(c) 

Statutes/Other Implemented: ORS 685.100, 685.102
AMEND: 850-030-0090
NOTICE FILED DATE: 09/14/2017

RULE SUMMARY: Changes the due date for annual licensure renewal or change of status applications to Dec. 31 and clarifies schedule for renewal.

CHANGES TO RULE:

850-030-0090
Expiry and Renewal of Licenses and Certificates in Natural Childbirth

(1) Unless renewed to the Executive Director or designated staff of the Board on a form provided by the Board, all licenses expire annually on December 31.

(2) To remain active, all licensees must annually submit a completed renewal application to the Board office by December 31.

(3) To change status to inactive or retired, licensees must submit a completed change of status application to the Board office by December 31.

(4) The renewal form must be returned to the Board office by December 15 and include:
   (a) The completed and signed inactive or retired status form;
   (b) The completed and signed CE affidavit form; and
   (c) The annual fee for an active, inactive or retired license.

(5) Licenses will automatically lapse, and a restoration fee charged to licensee per OAR 850-030-0035, if a renewal application form furnished by the Board; change of status form is not received by December 31.

A person who changes status to inactive, retired or has a lapsed license must immediately stop practicing naturopathic medicine until the license is active.

A person who has a lapsed license must immediately stop representing themselves as a naturopathic doctor until the licensee is renewed.

Statutory/Other Authority: ORS 685
Statutes/Other Implemented: ORS 685.100
License Renewal Requirements ¶

To maintain an active license all Naturopathic physicians licensed under ORS Chapter 685, whether active or inactive or retired must annually complete an annual renewal form furnished by the Board. Specific requirements for each license status, renewal procedures and requirements to change a license status, reactivate or restore a license are as follows:

1. A Naturopathic physician holding an initial renewal of an active or inactive license:
   (a) Complete the renewal form furnished by the Board;
   (b) Pay the annual renewal fee according to OAR 850-030-0090 and per 850-030-0035;
   (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 renewal form furnished by the Board;
   (b) Pay the annual renewal fee according to Report to the Board completion of CE, as required under OAR 850-030-0090 and 850-030-0035;
   (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. The renewal of a certificate to practice natural childbirth:
   (a) Report to the Board completion at least 15 hours of CE in obstetrics may be used to satisfy the requirement of an active license in 850-030-0195(4). The licensee must pay
   (b) 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;
   (b) Pay annual renewal fee for a certificate of special competency in natural childbirth per OAR 850-030-0035.

5. Change license status from active to inactive:
   (a) Complete a change of status application furnished by the Board;
   (b) Pay the annual renewal fee according to OAR 850-030-0090 and change of status fee per OAR 850-030-0035;
   (c) Complete Board approved Report to the Board completion of CE, as required for an active license under OAR 850-040-0210 for an active license each year and submit a signed affidavit furnished by the Board confirming this.

6. A Naturopathic physician holding an inactive, or renew a retired status license must:
   (a) Complete the renewal form change of status application or renewal application furnished by the Board;
   (b) Pay the annual renewal fee or annual renewal fee for a retired license per OAR 850-030-0035;
   (c) Complete Board approved Report to the Board completion of CE, as required for a retired license under OAR 850-040-0210 for a retired license each year and submit a signed affidavit furnished by the Board confirming these hours.

7. A retired status Naturopathic license, upon license from inactive to active status:
(a) Completing the renewal form activation application furnished by the Board and paying the annual;

(b) Pay license renewal fee for a retired active license is not required to complete CE for renewal per ORS 685.100 and OAR 850-030-0035, and

(c) By November 1, the Board will send to all licensees a Report to the Board completion of the annually renewal form to the last mailing address. Required continuing education 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 edits for an inactive license per OAR 850-040-0195.

(d) If a license is inactive for five or more calendar years, an applicant must:

(i) Take and pass the state jurisprudence examination required by the Board

(ii) Submit a reactivation application.

(iii) Pay license 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 (5) of this rule. Failure to meet the December 15 deadline shall result in a late fee of $100, 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 responsibility of the active licensee per ORS 685.100 and OAR 850-030-0035.

(iv) Report to the Board completion of the annually required continuing education credits for an inactive license per ORS 685.100 and OAR 850-040-0195.

(6) Restore a Lapsed License for Individuals Holding an Active License: Licensee’s duty to obtain and submit the renewal form in a timely manner. in another State: See OAR 850-030-0070 - License by Reciprocity

(97) The license of any licensee who fails to submit a completed renewal application by December 31 shall lapse, effective at midnight, December 31.

(10) Licensees must maintain for a period of at least five years Restore a lapsed license:

(a) If a license has lapsed for less than one calendar year, full and accurate records including verification of attendance to support hours reported on the signed affidavit.

(b) Pay the appropriate fee

(A) Submit a report to the Board confirming completion of continuing education as annually required for an active license per ORS 850-040-0210, and

(B) Submit a completed restoration application, and

(C) Pay license renewal fees for an active license and a restoration fee per ORS 685.100 and OAR 850-030-0035, and

(CB) 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 the required hours of approved continuing education during the past 12 months. If a license has lapsed for one (1) to (5) years, an applicant must:

(A) Submit a report to the Board confirming completion of continuing education as required for an active license, with 10 of these hours in pharmacology and two hours on ethics; 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 per ORS 850-040-0210, for each calendar year the license has been lapsed.

(B) Submit a completed restoration application,

(C) Pay license renewal fees for an active license and a restoration fee per ORS 685.100 and OAR 850-030-0195.

(D) If a license is inactive for more than five years, licensee must have been lapsed for five (5) or more years, the applicant must:
(A) Take and pass the examinations administered by the North American Board of Naturopathic Examiners.

(B) Take and pass the state jurisprudence and formulary examinations furnish required by the Board.

(C) Submit to a criminal background check per OAR 850-030-0020.

(13) After January 1, the Board may reinstate a license that has been lapsed for one year or less, upon submission of the affidavit restoration application to the Board per ORS 685.070.

(D) Submit a report to the Board confirming completion of continuing education as required for an active license; completion of per OAR 850-040-0195, for each calendar year the renewal form furnished by the Board and paying the appropriate fees per ORS 685.100 and OAR 850-030-0035.

(14) Any licensee who has allowed a license to lapse for more than 12 months must apply and meet the qualification license has been lapsed.

(8) The Board will annually audit a number of license renewals. Audited licensees shall provide CE records and verifications that document compliance with the renewal requirements under ORS 685.060 through 685.085 for licensure CE record provided in the renewal application.

Statutory/Other Authority: ORS 685.125
Statutes/Other Implemented: ORS 685.100