

Certified Advanced Estheticians Collaborative Agreement - Oregon Administrative Rule

819-030-0020

COLLABORATIVE AGREEMENT

(1) Pursuant to ORS 676.655(2)(c), a certified advanced esthetician must enter into a collaborative agreement with one or more of the following health-care professionals who hold an active license in good standing with no current or pending action:

- (a) Physician licensed under ORS Chapter 677;
- (b) Nurse practitioner licensed under ORS 678.375 to 678.390;
- (c) A licensed health-care professional who works at the same location as the certified advanced esthetician and who has the authority to prescribe drugs listed in Schedule III, IV or V which includes, but is not limited to, the following:
 - (A) Dentist licensed under ORS 679;
 - (B) Naturopathic physician licensed under ORS 685; or
 - (C) Certified Registered Nurse Anesthetists licensed under ORS 678.245 to 678.285.

(2) All active collaborative agreements must be maintained and kept current by the certified advanced esthetician and made immediately available.

(3) Inactive collaborative agreements must be kept for seven years and must be made immediately available to the Office upon request.

(4) All collaborative agreements must contain the following information:

- (a) Name of certified advanced esthetician;
- (b) Certificate number of the certified advanced esthetician;
- (c) Name of licensed health care professional;
- (d) License number of licensed health care professional;
- (e) Contact information of the licensed health care professional; and
- (f) Effective date of agreement.

(5) The collaborative agreement must be current and updated at all times services are being performed.

(6) Multiple advanced certified estheticians can enter into a collaborative agreement under the same licensed health-care professional; however, each certified advanced esthetician must have individual agreements that meet requirements listed in subsection (1), (2) and (3) of this rule.

(7) For the purpose of this rule and pursuant to ORS 676.655 the purpose of an agreement is to provide a client with a referral to a licensed health care professional. It is not required that the client pursue treatment from the referred licensed health care professional and the licensed health care professional is not required to provide care to the client.

(8) Collaborative agreements may be stored electronically.

Collaborative Agreements – Frequently Asked Questions

1. What is a collaborative agreement?

A collaborative agreement is an agreement between a certified advanced esthetician and a licensed health care professional. The purpose of a collaborative agreement is to provide a client with a referral to a licensed health care professional. It is not required that the client pursue treatment from the referred licensed health care professional and the licensed health care professional is not required to provide care to the client.

2. Who is required to have a collaborative agreement?

All certified advanced estheticians must enter into a collaborative agreement with a licensed health care professional who hold an active license in good standing with no current or pending action.

3. When do I need to enter into a collaboration agreement?

Prior to performing any procedure within the scope of practice of a certified advanced esthetician. Certified advanced estheticians must also attest to having a collaborative agreement with a licensed health care professional at the time of each renewal.

4. Who can I enter into a collaborative agreement with?

Pursuant to ORS 676.655(2)(c), a certified advanced esthetician must enter into a collaborative agreement with one or more of the following licensed health care professionals who hold an active license in good standing with no current or pending action:

- A physician licensed under ORS Chapter 677.
- A nurse practitioner licensed under ORS 678.375 to 678.390 *or*
- A licensed health-care professional who works at the same location as the certified advanced esthetician and who has the authority to prescribe drugs listed in Schedule III, IV or V which includes, but is not limited to, the following:
 - A dentist licensed under ORS 679.
 - A naturopathic physician licensed under ORS 685 *or*
 - A certified registered nurse anesthetist licensed under ORS 678.245 to 678.285.

5. Can I enter into a collaborative agreement with more than one qualified health care professional?

Yes. A certified advanced esthetician can enter into a collaborative agreement with one or more licensed health care professionals.

6. Can health care professionals enter into a collaborative agreement with more than one certified advanced esthetician?

Yes. A qualified health care professional can enter into a collaborative agreement with more than one certified advanced esthetician. However, each certified advanced esthetician must have individual agreements with each qualified health care professional.

7. If a facility owner enters into a collaborative agreement on behalf of all the certified advanced estheticians within the facility, does it meet the requirements listed in Oregon Administrative Rule (OAR) 819-030-0020?

No. Collaborative agreements apply only to individual certified advanced estheticians, not facility owners. If a facility owner were to enter into a collaborative agreement on behalf of certified advanced estheticians in the facility, it would not meet the requirements of OAR 819-030-0020. Each certified advanced esthetician must enter into a collaborative agreement with an appropriately licensed health care professional.

8. Is there a collaborative agreement form available on the Health Licensing Office's (HLO) website that I can use?

Yes. A collaborative agreement form can be found on the HLO website under the forms link; however, certified advanced estheticians can also use a form of their own choosing.

9. What information must be included in the collaborative agreement?

All collaborative agreements must contain the following information:

- The name of the certified advanced esthetician.
- The certificate number of the certified esthetician.
- The name of the licensed health care professional.
- The license number of the licensed health care professional.
- The contact information of the licensed health care professional.
- The effective date of the agreement.

10. Do I need to submit a copy of the collaborative agreement to HLO after getting certified?

No. A certified advanced esthetician is not required to provide HLO with a copy of the collaborative agreement after getting certified unless specifically requested by our office. Certificate holders must attest to having a collaborative agreement with a licensed health care professional at the time of each renewal and may be subject to a verification audit. Certificate holders notified of selection for audit of a collaborative agreement attestation must submit to the Office, within 30 calendar days from the date of issuance of the notification, satisfactory evidence of having a collaborative agreement with a licensed health care professional.

If documentation of having a collaborative agreement is incomplete, the certificate holder has 30 calendar days from the date of the deficiency notice to correct the deficiency and submit further documentation of completion of this requirement.

Misrepresentations or failure to have a current collaborative agreement at the time of attestation may result in disciplinary action, which may include, but is not limited to, assessment of a civil penalty and suspension or revocation of the certificate.

11. Do I need to have records of my collaborative agreement(s) on file?

Yes. All active collaborative agreements must be maintained and kept current by the certified advanced esthetician and made immediately available to the office upon request. Inactive collaborative agreements must be kept on file for **seven (7) years** and must be made immediately available to the Office upon request. Collaborative agreements may be stored electronically.

The collaborative agreement must always be current and up to date when services are being performed.

Certified Advanced Estheticians - Collaborative Agreement Form

Use this form **after** you obtain your advanced esthetician certification
and **before** you begin providing services.

A certified advanced esthetician must enter into a collaborative agreement with one or more health care professionals, as listed in Oregon Administrative Rule (OAR) Chapter 819-030-0020 (see the previous page for rule language), who hold an active license in good standing with no current or pending actions.

A collaborative agreement is an agreement between a certified advanced esthetician and a licensed health care professional. The purpose of a collaborative agreement is to provide a client with a referral to a licensed health care professional. It is not required that the client pursue treatment from the referred licensed health care professional and the licensed health care professional is not required to provide care to the client.

All collaborative agreements must be current and up to date whenever services are being performed and must be made immediately available. Inactive collaborative agreements must be retained for seven years and provided to the Health Licensing Office upon request. Agreements may be stored electronically.

Certified Advanced Esthetician Information

LAST NAME:

FIRST NAME:

MIDDLE INITIAL:

CERTIFICATION NUMBER (received after you obtain your certification through the HLO):

Licensed Health Care Professional Information

LAST NAME:

FIRST NAME:

MIDDLE INITIAL:

LICENSE NUMBER:

MAILING ADDRESS:

CITY:

STATE:

ZIP:

BUSINESS PHONE:

EMAIL ADDRESS:

Effective Date of Agreement

THIS AGREEMENT IS EFFECTIVE ON (provide month, date and year):