

*** DRAFT - NOT YET FILED ***

4758-13-03

Special circumstances for the renewal of a license or certificate.

(A) Senior citizen status:

- (1) Licensees or certificate holders who are retired from full time employment and sixty years of age or older may request senior citizen status.
- (2) Fees are reduced.
- (3) To be eligible for senior citizen status, the licensee or certificate holder shall document that he/she has reached sixty years of age and is no longer employed full time.
- (4) If the licensee or certificate holder elects to return to full time employment, the senior citizen status is automatically voided and the fact shall be recognized on the next renewal application.
- (5) In order for a licensee or certificate holder to qualify for "senior status" they shall work twenty hours or less per week.

(B) Short term inactive status:

- (1) Short term inactive status may be granted when there are circumstances in which individuals cannot meet the education requirements for renewal of a license or certificate in a two-year period. The licensee or certificate holder may apply for an extended period of time in which to obtain the needed RCHs.
- (2) The maximum period allotted is six months.
- (3) To apply for short term inactive status, the licensee or certificate holder shall submit to the board thirty days prior to the lapse date:
 - (a) A written request for this status;
 - (b) Completed renewal application;
 - (c) The required inactive status holding fee;

- (d) The original license or certificate (not a copy). If the licensee or certificate holder has lost the original license or certificate, the licensee or certificate holder shall submit a signed and notarized statement to that effect.
- (4) During this period, the licensee or certificate holder shall not practice as a chemical dependency counselor or prevention specialist and shall not use the CDCA, ~~CCDCI~~, LCDCII, LCDCIII, LICDC, OCPSI, OCPSII designation.
- (5) The board may reactivate a license or certificate when the board receives documentation of successful completion of the required RCHs, renewal application and the renewal fee in effect at ~~that~~ the time of submission.
 - (a) The licensee or certificate holder's anniversary date, and thus the lapse date shall then be two years from the date of reinstatement.
- (6) A licensee or certificate holder who is placed on inactive status shall still be subject to the code of ethics as defined in rules 4758-8-01 through 4758-8-03 of the Administrative Code.

(C) Long term inactive status:

- (1) A licensee or certificate holder who temporarily leaves the field may request long-term inactive status for up to five years.
- (2) To apply for long term inactive status, the licensee or certificate holder shall submit to the board thirty days prior to the lapse date:
 - (a) A written request for this status;
 - (b) A completed renewal application;
 - (c) The required inactive status holding fee;
 - (d) The original license or certificate (not a copy). If the individual has lost the original license or certificate, the licensee or certificate holder shall submit a signed and notarized statement to that effect.
- (3) During this period, the licensee or certificate holder shall not practice as a chemical dependency counselor or prevention specialist and shall not use the

CDCA, ~~CCDCI~~, LCDC II, LCDC III, LICDC, OCPS I or OCPS II designation.

- (4) To reactivate the license or certificate the licensee or certificate holder shall submit an application for reinstatement before the five-year limit expires. The request shall be accompanied by the current renewal fee and documentation of the successful completion of forty RCHs within the twenty-four months immediately preceding the request for reinstatement.
- (5) The licensee or certificate holder's lapse date will be two years from the date of reinstatement.
- (6) A licensee or certificate holder who is placed on inactive status shall still be subject to the code of ethics as defined in rules 4758-8-01 through 4758-8-03 of the Administrative Code.

Effective:

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Certification

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