

RENEWAL/REINSTATEMENT FORM

Subsection <u>58-1-501(1)(a)</u> and Section <u>58-1-502</u>,

U.C.A., make it unlawful and punishable as a

criminal offense to practice your occupation or

profession beyond the expiration of your license.

LICENSE NIIMBED	OCCUPATION / PROFESSION TITLE	PENEW	AI FFF	EVDIDATION DATE	REINSTATEMENTS
Please fill in:	·	RENE W			Additional fees are required after
riodocimim.	Speech Language Pathologist & Audiologist	\$47.00		May 31 st of odd years	expiration. See reverse for details.
↓ NAME AND AI	DDRESS OF RECORD↓	\downarrow A	DDRE	SS / PHONE CO	DRRECTION ↓
ame:			Is thi	s a new address	? □ Yes □ No
ddress:					
	State: Zip:		This information will be used for all correspondence from DOPL. You may use a business address or PO Box instead of a home address. If your address		
none: () —			changes, notify DOPL directly. Do not rely on a posta service forwarding order. Submit changes to doplweb@utah.gov		
	STIONNAIRE Answer "YES" or "		ach ques	stion Do not leave	any question blank
Please note that false, misle	eading, or fraudulent answers may result in los	ss of licensure	e and/or cri	minal prosecution and a	re subject to random audit.
☐ Yes ☐ No ☐ 1. Sind a p	e offenses such as driving while impaired or intoxicated must ce the last renewal or issuance of this license lea in abeyance to, or entered into a deferred se	have you plentence with r	ed guilty to espect to a	, pled no contest to, be ny felony or misdemeano	en convicted of, made r in any jurisdiction?
	ce the last renewal or issuance of this license har	ave you been	charged w	th or arrested for any fel	ony or misdemeanor in
Dyes DNs 3. Sind	ce the last renewal or issuance of this license hanse to practice in a regulated profession?	ave you surre	ndered or h	ad any disciplinary action	n taken against a
Dyos DNs 4. Are	you currently under investigation or is any disci	iplinary, admir	nistrative, o	r criminal action pending	against you now by
F YOU ANSWERED "YES"	TO QUESTION 1, 2, 3 OR 4 ABOVE, SEE #1	A ON PAGE	TWO FOR	INSTRUCTIONS ON AD	DITIONAL REQUIREMENTS.
Please Select ONE:					
	tes citizen OR a non-citizen of the United		io is lawfu	lly present	
•	ional not physically present in the United				
	e (please explain):				
Driver's License of	or State ID card:	ID/Licens	- Nt to		
NOTE: If you do not be					piration date
issued docume	old a US Driver's license or a US State ID, yents(s) showing evidence of lawful presence	e in the Unite	ed States.		
AFFIDAVIT / SIGN	ATURE Read the following ca	refully. Si	gn belov	v or follow the instr	uctions as indicated.
• I certify under penalty of	perjury that I am a United States citizen or a	qualified alic	en who is l	awfully able to work in t	he United States.
	completed or will complete all renewal requincense. I understand that I may be subject to				
for the renewal or reinsta correct, and is free of fra and will be available for	the licensee described and identified in this a latement of this license. To the best of my kno lud, misrepresentation, or omission of materi inspection by the public, except with regard to rernment Records Access and Management	owledge, the ial fact. I undetented to the release	information erstand that of information	n contained in this appl at this application will be ation which is classified	ication is complete and e classified as a public record
Social Security Number	er				
Signature:		Date:		(If unable to sign, see	#1B on page 2 for instructions.)
RENEWAL REQUII	REMENTS Specific to your license	:			Your license will automatically new it prior to its expiration date.
	ection R156-41-304, during the past 2 yeartinuing professional education directly				s you may not practice until a

DOPL • Heber M. Wells Building • 160 East 300 South • P.O. Box 146741, Salt Lake City, UT 84114-6741 • www.dopl.utah.gov Page 1 of 2 telephone (801) 530-6628 • toll-free in Utah (866) 275-3675 • fax (801) 530-6511 v.20230213

professional practice. If you received your initial license during the current renewal

for the time you were actually licensed. DO NOT submit documentation of your

completed hours unless you are audited and requested to do so.

cycle, you must only complete a pro-rata amount of qualified professional education

ADDITIONAL REQUIRED DOCUMENTATION

- A. If you answered "yes" to question 1, 2, 3, and/or 4 on the first page of this renewal, you must submit complete documentation including a personal narrative and any police arrest report, court docket, probation/parole officer report, diversion agreement, and/or plea in abeyance agreement for each and every arrest, charge, and/or conviction.
- B. If you cannot sign the Affidavit on the first of this renewal, you must submit a complete written explanation of why you cannot sign. If applicable, this explanation must include the reasons you have not or will not complete the continuing education requirements before the expiration or reinstatement of your license. DOPL personnel will reach a renewal decision on a case-by-case basis after a thorough review of your explanation. Additionally, you may be requested to provide additional information if the documentation submitted is insufficient.

CHECKLIST FOR TIMELY RENEWAL / REINSTATEMENT BY MAIL

Answer all four of the certification questions on page 1 and provide additional documentation, if applicable (#A above).
Sign the Affidavit on page 1 or submit a complete explanation of why you cannot sign (#B above).
Pay the correct fee. If reinstating a license after the expiration date, you must pay an additional reinstatement fee.
Sign your check or money order. DO NOT SEND CASH. (Make checks or money orders payable to "DOPL.")
Enclose documentation of your legal name change, if applicable.
Mail all fees, forms, and documentation to DOPL at PO Box 146741, Salt Lake City, UT 84114-6741.

LEGAL NAME CHANGE: If your legal name has changed, you must verify the change by submitting a copy of a marriage certificate, divorce decree, court order, social security card, or contractor name change form. If your name change represents a new business entity, you must submit a new application for licensure before beginning practice as the new entity.

<u>ADDRESS OR EMAIL CHANGE:</u> You must keep your address current with DOPL, including your email address. You cannot rely on postal service forwarding. Submit changes online at www.dopl.utah.gov. (If licensed as an entity, including sole proprietor, you must also notify the Utah Division of Corporations of any change: (801) 530-4849.)

<u>TIMELY RENEWAL</u>: You are responsible to comply with all renewal / reinstatement requirements stated in statute and rule. Your license will automatically expire unless you renew it prior to its expiration date. Therefore, you are encouraged to immediately submit a completed Application for License Renewal / Reinstatement. You can save time by renewing online at www.dopl.utah.gov where you can immediately print out a confirmation of renewal.

<u>APPLICATION APPROVAL</u>: Your application will be approved unless you do not meet the renewal / reinstatement requirements or have engaged in serious misconduct. Licenses with specific requirements listed on page 1 of this form may be subject to audit by DOPL. Those selected for audit will be notified. Please note that DOPL reserves the right to initiate action at any time against a licensee who did not meet the renewal / reinstatement requirements at the time the license was issued.

NON-REFUNDABLE FEES: Renewal fees paid with this application are for processing your request for renewal of licensure and are non-refundable. Please be aware that simply paying the fees does not mean that your license will be automatically renewed unless you meet the current renewal requirements and thereby qualify for a renewed license.

REINSTATEMENT FEES: If you fail to timely renew your license, you will be subject to the following conditions:

- If you are reinstating your license within 30 days after the expiration date of your license, you must submit the renewal fee **PLUS** an additional \$20.00 for **EACH** license being reinstated.
- If you are reinstating your license after 30 days and within two years of the expiration date of your license, you must submit the renewal fee **PLUS** an additional \$50.00 for **EACH** license being reinstated. (*Reinstating Lien Recovery Fund members must also submit another \$50.00 in addition to any special LRF assessments.)*
- Fees are subject to change each July 1. If listed, the fees on the application are current at the time printed. Please verify the current fee at www.dopl.utah.gov if applying for reinstatement more than one year following expiration of your license.

NOTICE: If you fail to reinstate your license within two years of the expiration date of your license, you must submit a new application, meet current requirements for licensure, and pay the fees specified in subsection R156-1-308g (3). Contact DOPL for assistance if reinstating after two years of expiration.

ON-LINE RENEWAL INFORMATION: Most professional licenses can be renewed on-line at www.dopl.utah.gov by using a credit or debit card and a unique "Renewal ID Number" (similar to a pin number). This timesaving system allows for convenient license renewal. The updated license should be emailed to the email in your record on the next business day. Contact DOPL if you do not have a renewal ID number.

TAX ID NUMBER: The Tax ID Number for the Division of Professional Licensing is 87-6000545.