

COMMONWEALTH OF MASSACHUSETTS

BOARD OF RESPIRATORY CARE

Policy No. RC-06-01

[Adopted October 18, 2006; revised November 18, 2009]

Requirements for License Renewal and License Reactivation
Following License Expiration

Policy No. RC-06-01 sets forth the requirements for renewal and reactivation of a Respiratory Therapist license issued by the Board of Respiratory Care (Board) following license expiration.

| LICENSE EXPIRATION PERIOD | RELEVANT TERM | REQUIREMENTS | AUTHORITY TO PRACTICE AND USE TITLE "RT" | STATUTORY AND REGULATORY AUTHORITY |
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| A. License expired for 90 days or less | License <i>renewal</i> | <ul style="list-style-type: none"> ▪ completed and signed license renewal application ▪ payment of renewal fee ▪ payment of late fee ▪ completed and signed license renewal questionnaire | No | MGL c. 112, § 23S 261 CMR 2.04(4) 261 CMR 2.09(2) 261 CMR 5.00 |
| B. License expired for more than 90 days and less than two MA renewal periods (4 years) | License <i>reactivation</i> | <ul style="list-style-type: none"> ▪ completed and signed license reactivation application ▪ documentation of continuing education acceptable to the Board completed since last renewal ▪ payment of renewal fee ▪ payment of late fee ▪ attestation to no RT practice in MA since license expiration ▪ submission of a resume documenting applicant's work history since license expiration and at minimum providing information | No | MGL c. 112, § 23S 261 CMR 2.04(4) 261 CMR 2.09(2) 261 CMR 5.00 |

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| | | <p>identifying: names and addresses of employer(s), dates of employment, position(s) held, employment duties and responsibilities, and any educational programs completed and academic degrees earned</p> <ul style="list-style-type: none"> ▪ completed and signed license reactivation questionnaire ▪ verification of license status from all jurisdictions in which the applicant holds, or has held, <i>any</i> professional license, submitted directly from the licensing entity to the Board ▪ additional activities as may be determined by the Board (see below) | | |
| C. License expired for two MA renewal periods (4 years) or more | License <i>reactivation</i> | <ul style="list-style-type: none"> ▪ completed and signed license reactivation application ▪ documentation of continuing education acceptable to the Board completed since last renewal ▪ payment of renewal fee ▪ payment of late fee ▪ attestation to no RT practice in MA since license expiration ▪ submission of a resume documenting applicant's work history since license expiration and at minimum providing information identifying: names and addresses of employer(s), dates of employment, position(s) held, | No | MGL c. 112, § 23S 261 CMR 2.04(4) 261 CMR 2.09(2) 261 CMR 5.00 |

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| | | <p>employment duties and responsibilities, and any educational programs completed and academic degrees earned</p> <ul style="list-style-type: none"> ▪ completed and signed license reactivation questionnaire ▪ verification of license status from all jurisdictions in which the applicant holds, or has held, <i>any</i> professional license, submitted directly from the licensing entity to the Board ▪ additional activities as may be determined by the Board (see below) | | |
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Additional activities that the Board may require as a condition of RT license renewal and license reactivation include, but are not limited to, the following:

1. Where the Board determines that the documentation submitted by an applicant does not demonstrate that the applicant has relevant, current experience in the field of respiratory care, the Board may require that the applicant complete additional continuing education in areas identified by the Board as a condition of license renewal or license reactivation.
2. Where the Board determines that the documentation submitted by an applicant does not demonstrate that the applicant has relevant, current experience in the field of respiratory care, the Board may require that the applicant retake and pass the National Board of Respiratory Care (NBRC) Entry Level CRT Examination as a condition of license renewal or license reactivation.