

645—261.2(148G,152B) General requirements for licensure.

261.2(1) The following general criteria shall apply to all applications for licensure:

- a.* The applicant shall complete an application.
- b.* The applicant shall complete the application form according to the instructions contained in the application. If the application is not completed according to the instructions, the application will not be reviewed by the board until properly completed.
- c.* Each application shall be accompanied by the appropriate fees specified in 645—subrule 5.17(1).
- d.* The applicant shall submit two completed sets of fingerprint cards to facilitate a national criminal history background check. The cost for the evaluation of the fingerprint cards and the criminal history background checks by the Iowa division of criminal investigation (DCI) and the Federal Bureau of Investigation (FBI) criminal history background checks shall be assessed to the applicant. The board may withhold issuing a license pending receipt of a report from the DCI and FBI.
- e.* The applicant shall submit a release authorizing the background check.
- f.* Licensees who were issued their licenses within six months prior to the renewal shall not be required to renew their licenses until the renewal month two years later.
- g.* An applicant who has been a licensed respiratory care practitioner, polysomnographic technologist, or respiratory care and polysomnography practitioner under the laws of another jurisdiction shall provide verification of license from the jurisdiction in which the applicant has most recently been licensed. Verification shall be sent directly from the jurisdiction to the board office. The applicant must also disclose any public or pending complaints against the applicant in any other jurisdiction. Web-based verification may be substituted for verification direct from the jurisdiction's board office if the verification provides:
 - (1) Licensee's name;
 - (2) Date of initial licensure;
 - (3) Current licensure status; and
 - (4) All disciplinary action taken against the license.

261.2(2) Incomplete applications that have been on file in the board office for more than two years shall be considered invalid and shall be destroyed.

[**ARC 2323C**, IAB 12/23/15, effective 1/27/16; **ARC 3932C**, IAB 8/1/18, effective 9/5/18; **ARC 5770C**, IAB 7/14/21, effective 8/18/21; **ARC 6993C**, IAB 4/19/23, effective 5/24/23]