

641—155.8(125) Licenses—renewal. Upon approval of an application for licensing by the board, a license shall be issued by the department. Licenses shall be renewed pursuant to rule 641—155.5(125).

155.8(1) Board hearing preparation. The division shall prepare a report with a final recommendation for licensing to be presented at a board meeting within 60 days from the site visit. Public notice of board meetings shall be made in accordance with Iowa Code section 21.4.

a. The division shall send notice to the program by certified mail, return receipt requested, ten days prior to the board meeting notifying the program director and board chairperson of the time, place, and date the board will review and act upon the application for the program along with the results of the inspection.

b. The division shall mail to all board members the following information on each application to be processed at the next board meeting:

- (1) Reports of the on-site program licensure inspections; and
- (2) A final recommendation for licensing.

155.8(2) Board meeting format.

a. The chairperson or designee shall call the meeting to order at the designated time.

b. The presiding officer will read each application and protocols.

c. Opportunity shall be given all concerned parties to respond, present evidence, and arguments on each application.

d. After all concerned parties are heard, the board will make a decision as to whether the applicant should be finally approved or initially denied a license to operate a substance abuse treatment program.