

**GENERAL GOVERNMENT CABINET  
Kentucky Board of Veterinary Examiners  
(New Administrative Regulation)**

**201 KAR 16:212. Fees for veterinary technicians.**

RELATES TO: KRS 321.240, 321.441

STATUTORY AUTHORITY: KRS 321.240, 321.441

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.240(5) requires the board to promulgate administrative regulations as it may deem necessary and proper to effectively carry out and enforce the provisions of KRS Chapter 321, including regulations to establish authorized fees. This administrative regulation establishes those fees for veterinary technicians.

Section 1. Payment and Submission of Fees. (1) Fees shall be paid by check or money order, or, when available, online payment by debit or credit card. Checks and money orders shall be made payable to the Kentucky State Treasurer.

(2) All fees shall be nonrefundable.

Section 2. Application Fees for Veterinary Technicians. (1) The application fee for a veterinary technician shall be twenty-five (25) dollars.

(2) The fee shall be attached to the completed Application for Licensure as a Veterinary Technician form as found in 201 KAR 16:400 or online equivalent form, including all required attachments.

Section 3. Examination fees for Veterinary Technicians. (1) The fee for the Veterinary Technician National Exam (VTNE) shall be paid directly to the American Association of Veterinary State Boards (AAVSB) or its designee.

Section 4. Renewal Fees for Veterinary Technicians. The following fees shall be paid in connection with licensure renewals for veterinary technicians:

(1) Except as provided for in subsection (a), the annual renewal fee for licensure as a veterinary technician in active status shall be thirty (30) dollars if the Renewal Application for Veterinary Technicians form as found in 201 KAR 16:400 or online equivalent form is complete, including all required attachments, continuing education credits, and fee payment, to the board not later than September 30.

(a) For a veterinary technician who was initially licensed less than 120 days prior to the September 30 renewal deadline, the licensure renewal fee shall be waived during a licensee's first licensure cycle.

(2) During the grace period established by KRS 321.211, the licensed veterinary technician who failed to meet the September 30 renewal deadline may continue to function as though licensed until a late renewal application is submitted to the board. The late fee for annual renewal shall be fifteen (15) dollars in addition to the renewal fee as described in Section 4(1) of this administrative regulation. The veterinary technician shall submit the complete renewal form, including all required attachments, continuing education credits, and fee payment, to the board between October 1 and November 30.

(3) A veterinary technician's license shall expire if no renewal application package and all attachments, and late fee if applicable, is paid to the board by November 30.

Section 5. Reinstatement Fees for Veterinary Technicians. (1) Except as provided for in

Section 5(3) of this administrative regulation, if not more than five (5) years have elapsed since the last date of license expiration pursuant to KRS 321.211(3), a veterinary technician may pay a reinstatement fee of seventy-five (75) dollars and submit a complete Reinstatement Application for Veterinary Technicians form as found in 201 KAR 16:400 or online equivalent form, including all required attachments, to the board for reinstatement of his or her license. A veterinary technician may not apply for a new license during this five (5)-year window; a reinstatement application is required.

(2) If more than five (5) years have elapsed since the last date of license expiration, a veterinary technician must apply as a new applicant to obtain a license in Kentucky.

Section 6. Inactive Status of a License. (1) A veterinary technician may opt to renew his or her license with status of "inactive" during the renewal period by completing Renewal Application for Veterinary Technicians form as found in 201 KAR 16:400 or online equivalent form, or at any point during the annual cycle by completing the Licensure Status Change Request form as found in 201 KAR 16:400 or online equivalent form. Licensees with an inactive status shall not practice the as a veterinary technician in Kentucky until the license status is approved by the board to move back to active status.

(2) Renewal of an inactive veterinary technician license.

(a) The annual renewal fee for inactive veterinary technician licensure status shall be twenty (20) dollars per renewal period.

(b) The late fees established in Section 4(2) of this administrative regulation shall apply to licenses not renewed annually by September 30.

(c) No continuing education is required while a veterinary technician's license is in inactive status.

(d) A license in an inactive status that is not renewed by November 30 shall be deemed to be expired.

(3) Reinstatement of inactive veterinary technician license status to active status.

(a) A licensed veterinary technician in inactive status may reinstate his or her license to active status by completing and submitting a reinstatement application, paying a reinstatement fee of twenty-five (25) dollars, and complying with the provisions established in 201 KAR 16:240 and 16:280.

(b) At the time of reinstatement, an inactive licensee shall still be required to comply with continuing education requirements established in 201 KAR 16:290.

Section 7. Retirement of License. (1) A veterinary technician may request to retire his or her license at any time. The one (1)-time fee for this service is fifty (50) dollars, which must be attached to a Licensure Status Change Request form as found in 201 KAR 16:400 provided by the board or online equivalent form, or the renewal form provided by the board. Once a license is retired, it cannot be reactivated. If a veterinary technician holds a retired license and wishes to practice again, he or she must apply to the board for a new license to practice the profession of a veterinary technician in Kentucky.

STEVEN J. WILLS, DVM, Chair

APPROVED BY AGENCY: June 14, 2019

FILED WITH LRC: June 19, 2019 at 3 p.m.

PUBLIC HEARING AND PUBLIC COMMENT PERIOD: A public hearing on this administrative regulation shall be held on August 27, 2019 at 1:00 p.m., at the Kentucky Department of Agriculture, 109 Corporate Drive, Frankfort, Kentucky 40601. Individuals interested in being heard at this hearing shall notify this agency in writing by five workdays prior to the hearing, of

their intent to attend. If no notification of intent to attend the hearing was received by that date, the hearing may be cancelled. A transcript of the public hearing will not be made unless a written request for a transcript is made prior to the end of the hearing. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted through August 31, 2019. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to the contact person.

**CONTACT PERSON:** Clint Quarles, Staff Attorney, Kentucky Department of Agriculture, 107 Corporate Drive, Frankfort Kentucky 40601, phone (502) 330-6360, fax (502) 564-2133, email [clint.quarles@ky.gov](mailto:clint.quarles@ky.gov).

## REGULATORY IMPACT ANALYSIS AND TIERING STATEMENT

Contact Person: Clint Quarles

(1) Provide a brief summary of:

(a) What this administrative regulation does: This regulation establishes the fee for persons seeking a veterinary technician license.

(b) The necessity of this administrative regulation: This regulation is necessary to establish the fee that the KBVE board approves for veterinarian technician licensure.

(c) How this administrative regulation conforms to the content of the authorizing statutes: KRS 321.241 requires the board to set a fee for veterinary licenses.

(d) How this administrative regulation currently assists or will assist in the effective administration of the statutes: This administrative regulation will assist in effective administration by clearly expressing what fee has been approved by the KBVE board.

(2) If this is an amendment to an existing administrative regulation, provide a brief summary of:

(a) How the amendment will change this existing administrative regulation: This is a new administrative regulation.

(b) The necessity of the amendment to this administrative regulation: This is a new administrative regulation.

(c) How the amendment conforms to the content of the authorizing statutes: This is a new administrative regulation.

(d) How the amendment will assist in the effective administration of the statutes: This is a new administrative regulation.

(3) List the type and number of individuals, businesses, organizations, or state and local governments affected by this administrative regulation: 421 veterinary technician licenses.

(4) Provide an analysis of how the entities identified in question (3) will be impacted by either the implementation of this administrative regulation, if new, or by the change, if it is an amendment, including:

(a) List the actions that each of the regulated entities identified in question (3) will have to take to comply with this administrative regulation or amendment: Applicants will be required to have paid the fee prior to licensure.

(b) In complying with this administrative regulation or amendment, how much will it cost each of the entities identified in question (3): No costs are associated with compliance, as this is a prerequisite for application.

(c) As a result of compliance, what benefits will accrue to the entities identified in question (3): Administrative ease of clear communication of the fees.

(5) Provide an estimate of how much it will cost the administrative body to implement this administrative regulation:

(a) Initially: The KBVE expects costs for their operations to be approximately \$230,000 in the near term.

(b) On a continuing basis: The KBVE expects costs for their operations to exceed \$230,000 after the implementation of their revised administrative regulations.

(6) What is the source of the funding to be used for the implementation and enforcement of this administrative regulation: Fees for the KBVE come from license and certification fees established in this filing and the other fee filings.

(7) Provide an assessment of whether an increase in fees or funding will be necessary to implement this administrative regulation, if new, or by the change if it is an amendment: No fees increases are anticipated by the KBVE.

(8) State whether or not this administrative regulation established any fees or directly or indirectly increased any fees: Fees are established directly.

(9) TIERING: Is tiering applied? No. All regulated entities have the same requirements.

### FISCAL NOTE ON STATE OR LOCAL GOVERNMENT

(1) What units, parts, or divisions of state or local government (including cities, counties, fire departments, or school districts) will be impacted by this administrative regulation? The KBVE

(2) Identify each state or federal statute or federal regulation that requires or authorizes the action taken by the administrative regulation. KRS 321.193, 321.211, 321.240

(3) Estimate the effect of this administrative regulation on the expenditures and revenues of a state or local government agency (including cities, counties, fire departments, or school districts) for the first full year the administrative regulation is to be in effect.

(a) How much revenue will this administrative regulation generate for the state or local government (including cities, counties, fire departments, or school districts) for the first year? This filing will generate approximately \$14,000.

(b) How much revenue will this administrative regulation generate for the state or local government (including cities, counties, fire departments, or school districts) for subsequent years? This filing will generate approximately \$14,000.

(c) How much will it cost to administer this program for the first year? The KBVE estimates expenditures of approximately \$230,000 or more in the near term.

(d) How much will it cost to administer this program for subsequent years? The KBVE estimates expenditures of approximately \$230,000 or more in the near term, with major expenses anticipated for computer systems and other needed items.

Note: If specific dollar estimates cannot be determined, provide a brief narrative to explain the fiscal impact of the administrative regulation.

Revenues (+/-): \$14,000

Expenditures (+/-): \$230,000

Other Explanation: Additional expenses are anticipated by the KBVE.