

## **201 KAR 41:060. Renewal and reinstatement procedures.**

RELATES TO: KRS 164.772, 329A.045(1)-(3), (8), (11)

STATUTORY AUTHORITY: KRS 329A.025(2)(a), (3)(e)

NECESSITY, FUNCTION AND CONFORMITY: KRS 329A.025(3)(e) authorizes the board to renew licenses. KRS 329A.025(2)(a) requires the board to implement the provisions of KRS 329A.010 to 329A.090 through the promulgation of administrative regulations. This administrative regulation provides directions for the biennial renewal of these licenses.

Section 1. An individual private investigator license shall be renewed upon:

- (1) Payment of the biennial renewal fee established in 201 KAR 41:040, Section 4(1); and
- (2) Submission of a completed PI Individual License Renewal Form with the following written information to the board:
  - (a) Documentation of completion of continuing professional education requirements during the licensure renewal period established in 201 KAR 41:070;
  - (b) Written confirmation that, since the license was issued or renewed, the licensee has not:
    1. Been convicted of a felony; or
    2. Been professionally disciplined by receiving a reprimand, fine, license suspension, probation, or license revocation from the Kentucky Board of Licensure for Private Investigators or any other state private investigator licensing board in the United States and is not currently the subject of a professional disciplinary investigation in Kentucky or another state; and Copies of the certificate of liability insurance coverage pursuant to KRS 329A.035(3)(n).

Section 2. A licensee convicted of a felony or professionally disciplined in the interim period between issuance and renewal of the license, or between renewal periods, shall submit notice of the conviction or professional discipline along with a written explanation to the board within thirty (30) days of the entry of the conviction or final order imposing professional discipline.

Section 3. Failure to provide all information required by this administrative regulation, and the renewal fee, on or before September 1 of the renewal year, shall result in the automatic termination of the license, and the person shall not work as a private investigator in Kentucky.

Section 4. Company License Renewal. Private investigation companies who want to renew their licenses shall submit a completed PI Company License Renewal Form and comply with the provisions of KRS 329A.045(3).

Section 5. A license terminated pursuant to Section 3 of this administrative regulation may be reinstated, if the applicant submits:

- (1) A completed Application for Reinstatement form within five (5) years of the termination date;
- (2) Evidence of receiving twelve (12) hours of continuing education within the two (2) year period immediately preceding the date that reinstatement is requested; and
- (3) Payment of renewal and reinstatement fees set forth in 201 KAR 41:040.

Section 6. (1) An applicant whose request for reinstatement is denied may file a written request for a hearing before the board within thirty (30) days of the letter denying reinstatement.

(2) A hearing held pursuant to the provisions of this section shall be conducted in accordance with KRS Chapter 13B.

Section 7. Incorporation by Reference. (1) The following material is incorporated by reference:

- (a) "PI Company License Renewal Form", 2008 Edition;
- (b) "PI Individual License Renewal Form", 2008 Edition; and
- (c) "Application for Reinstatement", 2008 Edition.

(2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at Kentucky Board of Licensure for Private Investigators, 911 Leawood Drive, Frankfort, Kentucky 40601, Monday through Friday, 8 a.m. to 4:30 p.m. (32 Ky.R. 2389; 33 Ky.R. 727; eff. 10-6-2006; 35 Ky.R. 624; 1444; eff. 1-5-2009; 45 Ky.R. 3480; eff. 9-6-2019.)