

**BOARDS AND COMMISSIONS**  
**Kentucky Applied Behavior Analysis Licensing Board**  
**(Amendment)**

**201 KAR 43:010. Application procedures for licensure.**

RELATES TO: KRS 319C.070, 319C.080(1), (2)

STATUTORY AUTHORITY: KRS 319C.060(2)(a)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 319C.060(2)(a) requires the board to promulgate administrative regulations establishing the requirements for an applicant for licensure as a behavior analyst or assistant behavior analyst. This administrative regulation establishes the requirements for applicants for licensure.

**Section 1. Application Procedures.**

(1) An Application for Licensure as a behavior analyst shall be submitted after the requirements established in KRS 319C.080(1) are met.

(2) An Application for Licensure as an assistant behavior analyst shall be submitted after the requirements established in KRS 319C.080(2) are met.

(3) The application required by subsections (1) and (2) of this section shall be made by submitting a completed Form ABA-001, Application for Licensure, to the board. The application shall include:

(a) A certification by the applicant that the:

1. Information in the application is true, correct, and complete to the best of his or her knowledge and belief; and

2. Applicant is aware that a misrepresentation or falsification in the application is grounds for denial or revocation of the license at any time;

(b) A copy of the degree obtained;

(4) A check or money order payable to the Kentucky State Treasurer for the application review fee and the licensure fee as required by 201 KAR 43:030;

(5) Proof of compliance with the educational, examination, and credentialing requirements established in KRS 319C.080(1) for applicants seeking licensure as a behavior analyst and KRS 319C.080(2) for applicants seeking licensure as an assistant behavior analyst; and

(6) Proof of completion of at least five (5) hours of training in:

(a) Adult abuse and neglect;

(b) Child abuse, neglect, and dependency; or

(c) A combination of subparagraphs (a) and (b) of this subsection. The completed proof(s) shall indicate that abuse, neglect, or dependency was explicitly covered in the training.

(7) Applicants for licensure as an assistant behavior analyst shall also submit a completed Supervisory Plan, Form ABA-002, as incorporated by reference in 201 KAR 43:050, for board approval.

(8) A licensed assistant behavior analyst may apply for licensure as a licensed behavior analyst at any time within the two (2) year licensure period after meeting the requirements established in this administrative regulation. A final Report of Supervision, Form ABA-003, as incorporated by reference in 201 KAR 43:050, shall also be submitted for board approval.

**Section 2. Applications Committee.** The applications committee shall consist of at least two (2) board members appointed by the chair of the board. The applications committee may be assisted by the board staff and counsel to the board. The applications committee shall:

(1) Review applications for licensure including renewals and reinstatements;

(2) Review Supervisory Plans and Reports of Supervision;

- (3) Make recommendations to the board to approve, defer, or deny applications; and
- (4) Make recommendations to the board to approve or require revisions to Supervisory Plans and Reports of Supervision.

Section 3. Incorporation by Reference.

- (1) Form ABA-001, "Application for Licensure", October 2021, is incorporated by reference.
- (2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at the Kentucky Applied Behavior Analysis Licensing Board, 500 Mero Street, 2SC32, Frankfort, Kentucky 40601, Monday through Friday, 8 a.m. to 4:30 p.m. This material is also available on the board's Web site at [aba.ky.gov](http://aba.ky.gov).

*DR. ERICK DUBUQUE, Board Chair*

APPROVED BY AGENCY: November 11, 2021

FILED WITH LRC: November 15, 2021 at 10:30 a.m.

PUBLIC HEARING AND COMMENT PERIOD: A public hearing on this administrative regulation shall, if requested, be held on January 31, 2022 at 2:00 p.m. in Room 133, The Mayo-Underwood Building, 500 Mero Street, Frankfort, Kentucky 40601. All attendees shall comply with all Executive Orders relating to the State of Emergency as may be in effect on the date of the public hearing, which may be found at: <https://governor.ky.gov/covid-19>. Members of the public may utilize the following link to attend the meeting by video conference:

CONTACT PERSON: Kevin Winstead, Commissioner, Department of Professional Licensing, 500 Mero Street, phone (502) 782-8805, fax (502) 564-3969, email [KevinR.Winstead@ky.gov](mailto:KevinR.Winstead@ky.gov).