

**BOARDS AND COMMISSIONS**  
**Kentucky Applied Behavior Analysis Licensing Board**  
**(Amended After Comments)**

**201 KAR 43:080. Renewals.**

RELATES TO: KRS 319C.050, 319C.060

STATUTORY AUTHORITY: KRS 319C.050, 319C.060(2), 319C.120

NECESSITY, FUNCTION, AND CONFORMITY: KRS 319C.060 authorizes the board to promulgate administrative regulations required to establish conditions for the renewal and reinstatement of licenses. This administrative regulation establishes procedures for the renewal of licenses.

Section 1. Renewal.

(1) A behavior analyst~~for assistant behavior analyst~~ shall biennially, on or before the last day of the calendar month during which the license was issued:

(a) ~~{(1)}~~ File a completed Renewal and Reinstatement Application, [for License Renewal] Form ABA-004; and

(b) ~~{(2)}~~ Pay to the board the renewal fee established by 201 KAR 43:030.

(2) An assistant behavior analyst shall biennially, on or before the last day of the calendar month during which the license was issued:

(a) File a completed Renewal and Reinstatement Application Form ABA-004;

(b) Have a current, approved Report of Supervision and Supervisory Plan; and

(c) Pay the renewal fee established by 201 KAR 43:030.

~~{(3)} {A temporary licensed behavior analyst shall, within the two (2) year period, renew their license one time by: }~~

~~{(a)} { Filing a completed Renewal and Reinstatement Application, Form ABA-004; }~~

~~{(b)} { Having a current, approved Report of Supervision and Supervisory Plan; and }~~

~~{(c)} { Paying the renewal fee established by 201 KAR 43:030. }~~

Section 2. Late Renewal. A behavior analyst or assistant behavior analyst who fails to renew his or her license on or before the last day of the calendar month during which the license was issued may submit his or her application on or before the last day of the calendar month following the month in which the license was issued if accompanied by the appropriate late fee as required by 201 KAR 43:030.

Section 3. Expiration of License.

(1) A license that is not renewed before the last day of the calendar month following the calendar month during which the license was issued shall be expired and lapsed for failure to renew.

(2) Upon expiration of the license for failure to renew, a behavior analyst or assistant behavior analyst shall not practice in the Commonwealth of Kentucky.

Section 4. Reinstatement. After the last day of the calendar month following the month in which the license was issued, a person whose license has expired for failure to renew shall submit, in order to have his or her license reinstatement request considered by the Board:

(1) Payment of the reinstatement fee established by 201 KAR 43:030;

(2) Completion of the Renewal and Reinstatement Application, Form ABA-004~~[Application for License Renewal]~~; and

(3) Documentation of employment from the time of expiration of employment until the present.

Section 5. Incorporation by Reference.

(1) Form ABA-004, "~~Application for Licensure~~ Renewal and Reinstatement Application", ~~October 2021~~ July 2015, 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, 2SC 32 ~~911 Leewood Drive~~, Frankfort, Kentucky 40601, (502) ~~892-4249~~ 564-3296, 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.

*DR. ERICK DUBUQUE, Board Chair*

APPROVED BY AGENCY: March 15, 2022

FILED WITH LRC: March 15, 2022 at 9:00 a.m.

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## REGULATORY IMPACT ANALYSIS AND TIERING STATEMENT

**Contact Person: Kevin Winstead**

**(1) Provide a brief summary of:**

**(a) What this administrative regulation does:**

KRS 319C.060 authorizes the board to promulgate administrative regulations required to establish conditions for the renewal and reinstatement of licenses. This administrative regulation establishes procedures for the renewal of licenses.

**(b) The necessity of this administrative regulation:**

This administrative regulation is required by KRS 319C.050, 319C.060(2), and 319C.120.

**(c) How this administrative regulation conforms to the content of the authorizing statutes:**

KRS 319C.060 authorizes the board to promulgate administrative regulations required to establish conditions for the renewal and reinstatement of licenses. This administrative regulation establishes procedures for the renewal of licenses.

**(d) How this administrative regulation currently assists or will assist in the effective administration of the statutes:**

This regulation assists in the effective administration of KRS Chapter 319C by carrying out the legislative mandate for the board to establish regulations for the practice of behavior analysis.

**(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:**

The amendment updates and clarifies the requirements for licensure renewal, and provides an updated application. The change in the Amended After Comments version deletes the proposed new language in Section 1(3) regarding renewal by a temporary licensed behavior analyst.

**(b) The necessity of the amendment to this administrative regulation:**

See (1)(b).

**(c) How the amendment conforms to the content of the authorizing statutes:**

See (1)(c).

**(d) How the amendment will assist in the effective administration of the statutes:**

See (1)(d).

**(3) List the type and number of individuals, businesses, organizations, or state and local governments affected by this administrative regulation:**

This regulation will affect 17 licensed assistant behavior analysts, 531 licensed behavior analysts, 10 temporary behavior analysts, and 6 temporary registered telehealth healthcare providers.

**(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:**

Licensees will be required to complete an updated renewal form.

**(b) In complying with this administrative regulation or amendment, how much will it cost each of the entities identified in question (3):**

No additional cost to affected individuals.

**(c) As a result of compliance, what benefits will accrue to the entities identified in question (3):**

This regulation will allow supervisors and prospective supervisors to have an updated understanding of the requirements for license renewal.

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

**(a) Initially:**

This administrative regulation does not create a cost for the administrative body.

**(b) On a continuing basis:**

This administrative regulation does not create a cost for the administrative body

**(6) What is the source of the funding to be used for the implementation and enforcement of this administrative regulation:**

The Kentucky Applied Behavior Analysis Licensing Board is self-funded through the fees paid by licensees. No additional funding is necessary for the implementation and enforcement of this administrative regulation.

**(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 increases in fees or funding is necessary to implement the amendment to this administrative regulation.

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

None.

**(9) TIERING: Is tiering applied?**

Tiering is not applied because similarly situated licensees are treated similarly under this administrative regulation.

## 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?**

This regulation impacts the Kentucky Applied Behavior Analysis Licensing Board.

**(2) Identify each state or federal statute or federal regulation that requires or authorizes the action taken by the administrative regulation.**

KRS 319C.050, 319C.060(2), and 319C.120

**(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?**

None

**(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?**

None.

**(c) How much will it cost to administer this program for the first year?**

There are no additional costs.

**(d) How much will it cost to administer this program for subsequent years?**

See 3(c).

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

**Revenues (+/-):**

**Expenditures (+/-):**

**Other Explanation:**