

BOARDS AND COMMISSIONS

Board of Veterinary Examiners (New Administrative Regulation)

201 KAR 16:515. Fees for veterinary facility registrations.

RELATES TO: KRS 321.203, 321.235, 321.320

STATUTORY AUTHORITY: KRS 321.203, 321.205, 321.235(1)(c), 321.236, 321.320

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.235(1)(c) requires the Kentucky Board of Veterinary Examiners to promulgate administrative regulations to establish the fee amounts for all fees required by KRS Chapter 321 and the fees for services provided by the board. KRS 321.236(1)(a) and (4) allow the board to establish application fees for veterinary facilities and mobile units. This administrative regulation establishes fees for veterinary facility registrants and their associated mobile units, including the cost for application, renewal, and reinstatement.

Section 1. Payment and Submission of Fees.

- (1) Fees to the board shall be paid by check or money order, or, if 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.
- (3) In the event the board carry forward balance at the end of a fiscal year falls below \$200,000, the board's fees shall automatically increase 20% for the duration of the fiscal biennium.

Section 2. Application Fees for Veterinary Facility Registration.

- (1)
 - (a) In accordance with KRS 321.236(2), the initial registration fee for a veterinary facility that is registered with the board by June 30, 2025, shall be \$200 and reduced by half to \$100 for facilities registered by the mandated deadline.
 - (b) After June 30, 2025, the initial application fee for a veterinary facility with up to two (2) mobile units shall:
 1. Until June 30, 2026, be \$500;
 2. Between July 1, 2026, and June 30, 2028, be \$550; and
 3. After June 30, 2028, be \$625.
- (2) In addition to the initial application fee for a registered veterinary facility, an additional fee shall be paid to the board, calculated based on the number of mobile units associated with the facility, as follows:
 - (a) For a registered veterinary facility with two (2) or fewer mobile units identified on the application, no additional fees shall be collected;
 - (b) For a registered veterinary facility with three (3) or more mobile units identified on the application, an additional fee per mobile unit shall be due to the board with the initial application for each additional mobile unit beyond two (2) mobile units per veterinary facility:
 1. Until June 30, 2025, \$25 per unit;
 2. Between July 1, 2025, and June 30, 2027, \$50 per unit;
 3. Between July 1, 2027, and June 30, 2029, \$75 per unit; and
 4. After June 30, 2029, be \$100 per unit.
- (3) The fees shall be attached to the completed Application for Registration as a Veterinary Facility form as found in 201 KAR 16:762 or online equivalent form, including all required attachments.

Section 3. Renewal Fees for Veterinary Facility Registration. The following fees shall be paid biennially for the renewal of a veterinary facility registration:

- (1)
 - (a) Except as provided for in subsection (3) of this section, the base renewal fee for a veterinary facility registration in active status shall:
 1. Until September 30, 2027, be \$450;
 2. Between October 1, 2027, and September 30, 2029, be \$550; and
 3. After September 30, 2029, be \$650.
 - (b) The fees shall be attached to the Renewal Application for Veterinary Facility Registrations form as found in 201 KAR 16:765 or online equivalent form.
 1. To qualify for renewal, the form shall be complete, including all required attachments, continuing education credits if required, and fee payment; and
 2. The complete package is submitted to the board for review and approval not later than September 30 of each odd-numbered year.
- (2) In addition to the renewal base fee for a registered veterinary facility, an additional fee shall be paid to the board, calculated based on the number of mobile units associated with the facility, as follows:
 - (a) For a registered veterinary facility with two (2) or fewer mobile units identified on the registration, no additional fees shall be collected;
 - (b) For a registered veterinary facility with three (3) or more mobile units identified on the registration, an additional fee per mobile unit shall be due to the board with the biennial renewal application for each additional mobile unit beyond two (2) mobile units per veterinary facility registration:
 1. Until September 30, 2027, \$50 per unit;
 2. Between October 1, 2027, and September 30, 2029, \$75 per unit; and
 3. After September 30, 2029, be \$100 per unit.
- (3) For a veterinary facility initially registered less than 120 days prior to the end of the renewal period, the registration renewal fees shall be waived during the first registration cycle.
- (4) There shall be no renewal grace period provided for veterinary facility registrations. Veterinary facilities that fail to renew their registration by September 30 of each odd-numbered year shall expire. If a veterinary facility intends to continue operations following a missed renewal, the registered responsible party or veterinary manager shall apply for reinstatement for the veterinary facility and obtain board approval before continuing operations at the registered facility.

Section 4. Reinstatement Fees for Veterinary Facility Registration.

- (1) To reinstate a veterinary facility registration following expiration, the registered responsible party or veterinary manager shall submit a complete Reinstatement Application for Veterinary Facilities form as found in 201 KAR 16:765 or online equivalent form, including all required attachments and fees, to the board for reinstatement of the veterinary facility registration.
 - (a) If less than six (6) months has elapsed since the expiration date of the facility registration, the veterinary facility shall pay a reinstatement fee of \$675.
 - (b) If more than six (6) months and not more than five (5) years have elapsed since the expiration date of the facility registration, the veterinary facility reinstatement fee shall:
 1. Until June 30, 2027, be \$725;
 2. Between July 1, 2027, and June 30, 2029, be \$900; and
 3. After June 30, 2029, 2028, be \$1,050.
- (2) A veterinary facility shall not apply for a new registration during this five (5) year window; a reinstatement application shall be required.

(3) If more than five (5) years have elapsed since the last date of registration expiration, a veterinary facility shall apply as a new applicant to obtain a new veterinary facility registration in the Commonwealth of Kentucky.

*MICHELLE M. SHANE, Executive Director on behalf of
JOHN C. PARK, DVM, Board Chair*

APPROVED BY AGENCY: October 14, 2024

FILED WITH LRC: October 15, 2024 at 8:15 a.m.

PUBLIC HEARING AND COMMENT PERIOD: A public hearing on this administrative regulation shall be held on December 23, 2024, at 10:00 am EST, at the offices of the Kentucky Board of Veterinary Examiners, 4047 Iron Works Pkwy, Suite 104, Lexington, Kentucky 40511. 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. 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 December 31, 2024. 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: Michelle M. Shane, Executive Director, Kentucky Board of Veterinary Examiners, 4047 Iron Works Parkway, Suite 104, Lexington, Kentucky 40511, Phone: 502-564-5433, Fax: 502-753-1458, Email: Michelle.Shane@ky.gov.