

BOARDS AND COMMISSIONS

Board of Veterinary Examiners

(Amended After Comments)

201 KAR 16:517. Fees for AAHP facility registrations.

RELATES TO: KRS 321.203, 321.205, 321.235, 321.320

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

CERTIFICATION STATEMENT:

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) authorize the board to establish application fees for allied animal health professional (AAHP) facilities and mobile units. This administrative regulation establishes fees for AAHP 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.

Section 2. Application Fees for Allied Animal Health Professional (AAHP) Facility Registration.

- (1)
 - (a) In accordance with KRS 321.236(2), the initial registration fee for an AAHP facility shall be \$200 and if the facility is registered with the board by June 30, 2025, the fee shall be reduced by half to \$100.
 - (b) After June 30, 2025, the initial application fee for an AAHP facility registration 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 AAHP 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 AAHP facility with two (2) or fewer mobile units identified on the application, no additional fees shall be collected; and
 - (b) For a registered AAHP facility with three (3) or more mobile units identified on the application, an additional fee of twenty-five (25) dollars per mobile unit shall be due to the board with the initial application for each additional mobile unit beyond two (2) mobile units per AAHP facility.
- (3) The fees shall be attached to the completed Application for AAHP Facility Registration form incorporated by reference in 201 KAR 16:772 or online equivalent form, including all required attachments.

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

- (1)
 - (a) Except as provided for in subsection (3) of this section, the renewal base fee for a AAHP facility registration in active status shall be \$200.

(b) The fees shall be attached to the completed Renewal Application for Registered AAHP Facilities form incorporated by reference in 201 KAR 16:775 or online equivalent form.

1. To qualify for renewal, the form shall be complete, including all required attachments, and 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 AAHP 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 AAHP facility with two (2) or fewer mobile units identified on the registration, no additional fees shall be collected; and

(b) For a registered AAHP facility with three (3) or more mobile units identified on the registration, an additional fee of twenty-five (25) dollars shall be due to the board with the biennial renewal application for each additional mobile unit beyond two (2) mobile units per AAHP facility registration.

(3) For an AAHP facility initially registered less than 120 days prior to the end of the renewal period, the registration renewal fee shall be waived during the first registration cycle.

(4) There shall be no grace period afforded to registered AAHP facilities. AAHP facilities that fail to renew their registration by September 30 of each odd-numbered year shall expire. If an AAHP facility intends to continue operations following a missed renewal, the registered responsible party or AAHP manager shall apply for reinstatement for the AAHP facility and obtain board approval before continuing operations at the registered facility.

Section 4. Reinstatement Fees for AAHP Facility Registration.

(1) To reinstate an AAHP facility registration following expiration, the registered responsible party or AAHP manager shall submit a complete Reinstatement Application for Registered AAHP Facilities form incorporated by reference in 201 KAR 16:775 or online equivalent form, including all required attachments and fees, to the board for reinstatement of the AAHP facility registration.

(a) If less than six (6) months has elapsed since the expiration date of the facility registration, the AAHP 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 AAHP 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, be \$1,050.

(2) An AAHP 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 license expiration, an AAHP facility shall apply as a new applicant to obtain a new AAHP facility registration in the Commonwealth of Kentucky.

(201 KAR 016:517. 51 Ky.R. 1016, 1670; eff. 7-1-2025.)

MICHELLE M. SHANE, Executive Director

For JOHN C. PARK, DVM, Board Chair

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