

## **BOARDS AND COMMISSIONS**

### **Board of Veterinary Examiners**

#### **(Amended After Comments)**

#### **201 KAR 16:732. Application requirements for AAHP licenses -- reinstatement.**

RELATES TO: KRS 321.175, 321.181, 321.189, 321.200, 321.235, 321.251, 321.253, 321.255, 321.257

STATUTORY AUTHORITY: KRS 321.181(1)-(4), 321.235(1)(a)-(c), (2)(b)2., 321.251(4), 321.253, 321.255

CERTIFICATION STATEMENT: This certifies that this administrative regulation complies with the requirements of 2025 RS HB 6, Section 8.

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.235(1)(b) requires the board to promulgate administrative regulations to implement and enforce KRS Chapter 321. KRS 321.235(2)(b)2. authorizes the board to promulgate administrative regulations to limit the scope of practice of allied animal health professional (AAHP) work on animals and to require an AAHP applicant to apply to the board on an approved application to qualify for a license from the board. This administrative regulation establishes application requirements for individuals applying for an AAHP license from the board in the Commonwealth of Kentucky.

#### Section 1. Definitions.

- (1) "Allied animal health professional" or "AAHP" is defined by KRS 321.181(1).
- (2) "Allied animal health professional facility" or "AAHP facility" is defined by KRS 321.181(2).
- (3) "Allied animal health professional license" or "AAHP license" is defined by KRS 321.181(4).
- (4) "Allied animal health professional manager" or "AAHP manager" is defined by KRS 321.181(3).
- (5) "Fixed facility" is defined by KRS 321.181(40).
- (6) "Legacy candidate" means a candidate for licensure that did not complete the board-approved allied animal health professional program or board-approved qualifying exam for an AAHP license, but holds significant experience as defined in Section 3 of this administrative regulation which shall qualify the person for consideration of an AAHP license from the board.
- (7) "Mobile facility" or "mobile unit" is defined by KRS 321.181(48).
- (8) "Registered responsible party" is defined by KRS 321.181(59).
- (9) "Veterinarian" is defined by KRS 321.181(69).

#### Section 2. Allied animal health professional provider practice falls under the scope and meaning of the practice of veterinary medicine.

- (1) A veterinarian shall not be subject to the scope of practice limitations established for an allied animal health professional licensee.
- (2) Pursuant to KRS 321.200(1)(o), after receiving a license from the board, an AAHP provider shall be limited to providing services for animal patients within the scope designated within KRS 321.255 and 201 KAR 16:737.
- (3) Practice on animals without a board credential shall be prohibited. Except as provided for in KRS 321.200, a person shall not provide veterinary or allied animal health professional services to any animal unless they hold a valid credential in active status issued by the board.

#### Section 3. Legacy Candidate Pathway for the AAHP License.

(1) As established in KRS 321.251(4), in lieu of proof of completion of a board-approved allied animal health professional program and board-approved qualifying exam for an AAHP license, legacy candidates may submit application materials in accordance with the provisions of this section.

(2) Legacy candidates awarded an AAHP license by the board shall comply with all provisions of an AAHP license, including earning continuing education requirements as established in 201 KAR 16:730, Section 4 and 16:735, Section 2.

(3) For an AAHP Animal Chiropractic Provider (ACP) applicant, the legacy candidate pathway shall be open until March 31, 2026. As established in KRS 321.251(4), an AAHP ACP legacy candidate shall submit as a part of an Application for an Allied Animal Health Professional Provider License form or online equivalent form:

(a) Proof of employment or 1099 showing self-employment in the ACP area of practice for a minimum of ten (10) years prior to the date of application;

(b) Identification of school where the applicant was trained and hours of training received;

(c) Letters of recommendation from at least two (2) licensed veterinarians;

(d) Letters of recommendation from at least two (2) licensed chiropractors;

(e) Details regarding the duration of experience and times during which practice occurred, including:

1. Length of time of practice; and

2. Average number of hours practicing per year;

(f) Letter of Good Standing from any other jurisdictions in which they are credentialed; and

(g) Information about CE earned in the past two (2) years, including the CE provider, topic, and the number of hours.

(4) For an AAHP Equine Dental Provider (EDP) applicant, the legacy candidate pathway shall be open until April 30, 2027. As established in KRS 321.251(4), an AAHP EDP legacy candidate shall submit proof of competency and experience as a part of an Application for an Allied Animal Health Professional Provider License form or online equivalent form:

(a) Proof of employment or 1099 showing self-employment in the EDP area of practice for a minimum of five (5) years prior to the date of application;

(b) Identification of where the applicant was trained and hours of training received;

(c) Letters of recommendation from at least two (2) licensed veterinarians;

(d) Letters of recommendation from at least two (2) clients who have utilized the applicant's services in the last two (2) years;

(e) Details regarding the duration of experience and times during which practice occurred, including:

1. Length of time of practice; and

2. Average number of hours practicing per year;

(f) Letter of Good Standing from any other jurisdictions in which they are credentialed as an EDP; and

(g) Information about CE earned in the past two (2) years, if CE has been earned, including the CE provider, topic, and the number of hours.

(5) The board or the AAHP advisory committee as established in KRS 321.257 under the direction of the board chair may conduct an interview of an AAHP legacy candidate to confirm their eligibility and, as necessary, ascertain details about their experience.

Section 4. Approval of an Allied Animal Health Professional Provider License Application. The board shall issue a license as an AAHP provider in a specific area of practice, as defined in KRS 321.181, to an applicant who:

- (1) Has completed an Application for an Allied Animal Health Professional Provider License form or online equivalent form, including all required attachments;
- (2) Has paid the appropriate fees as established in 201 KAR 16:513;
- (3) Is a person of good moral character. As one (1) element of good moral character, the board shall require each applicant for licensure to submit a full set of the applicant's fingerprints for the purpose of obtaining criminal records checks, pursuant to applicable law and KRS 321.189. All good moral character information, including the information obtained through the criminal background checks, shall be relevant to licensure eligibility determinations to the extent permitted by law;
- (4) Has graduated and received a degree or certificate from an approved allied animal health professional program, as approved by the board in 201 KAR 16:730, or qualifies as a legacy candidate according to the provisions established in Section 3 of this administrative regulation during the legacy application window;
- (5) Has achieved passing examination scores, on examinations required by the board, as established in 201 KAR 16:731, or qualifies as a legacy candidate during the legacy application window;
- (6) Holds licensure in the AAHP practice area as established in 201 KAR 16:730, Section 2, or qualifies as a legacy candidate;
- (7) Has been approved for licensure by the board; and
- (8) Has complied with any other requirement of the board.

Section 5. New Application for an Allied Animal Health Professional License.

- (1) A new application to the board for an allied animal health professional license shall include:
  - (a) A completed application on an Application for an Allied Animal Health Professional (AAHP) Provider License form or online equivalent form, including all required attachments;
  - (b) Designation of one (1) or more qualified AAHP scopes as listed in the application, and designated as available scope of practice in KRS 321.251(2), 321.255, and 201 KAR 16:737 ;
  - (c) A current color photograph of the applicant not smaller than 2 in. x 2 in., or a color copy of the applicant's current valid driver's license or passport with photo;
  - (d) An official licensure verification letter from the professional licensing board in Kentucky in the human AAHP discipline, if required by the application;
  - (e) An official copy of the certificate of completion or diploma showing graduation from an approved allied animal health professional program established in 201 KAR 16:730;
  - (f) A copy of any court documents, final orders, settlement agreements, or other documents required by the board in support of the application;
  - (g) The completed Kentucky Board of Veterinary Examiners State Jurisprudence Examination for AAHPs Exam Answer Sheet for each provider type the applicant is applying for; and
  - (h) Payment for the application fee required by 201 KAR 16:513.
- (2) In addition to the requirements listed in subsection (1) of this section, requirements for AAHP license endorsement applications shall include verifications of good standing from all jurisdictions in which an applicant once held or currently holds a license or equivalent credential by the jurisdictional entities which regulate the applicant's profession in both human and animal practice.

Section 6. License Renewal Required. An AAHP licensee shall renew their license pursuant to 201 KAR 16:735.

Section 7. Inactive Status for an AAHP License. An AAHP licensee may place their license into an inactive status in accordance with 201 KAR 16:580.

Section 8. An allied animal health professional may apply for reinstatement of an expired license if not more than five (5) years have elapsed since the last date of license expiration.

(1) A reinstatement application shall be required during this period; an application for a new license shall not be accepted until five (5) years after the last date of expiration. Legacy candidates five (5) years after the last date of expiration shall meet the current requirements of KRS Chapter 321 and 201 KAR Chapter 16 and shall no longer qualify for the legacy candidate pathway.

(2) Reinstatement applications to the board for a license as an allied animal health professional shall include:

(a) A completed application on a Reinstatement Application for AAHP Licenses form or online equivalent form, including all required attachments;

(b) A copy of any court documents, final orders, settlement agreements, or other documents requested by the board in support of the application;

(c) Proof of current certification in the allied animal health profession, including any required continuing education by the board-approved allied animal health professional program;

(d) Payment for the reinstatement application fee pursuant to 201 KAR 16:513;

(e) If the license is in expired status for more than one (1) year since the date of expiration, an official licensure verification letter from the professional licensing board in Kentucky in the human AAHP discipline, if required by the application; and

(f) If the license is in expired status for more than two (2) years since the date of expiration:

1. A background check pursuant to Section 9 of this administrative regulation; and

2. Verifications of good standing from all jurisdictions in which an applicant once held or currently holds a license or equivalent credential by the jurisdictional entities which regulate the profession.

Section 9. Background checks. Pursuant to KRS 321.189, the board may:

(1) Conduct a national or jurisdictional level background check on each applicant for licensure. The check shall be processed by a board-approved background check provider, and may include a copy of the applicant's fingerprints captured at a board-approved location;

(2) Reject background checks that do not have an official seal or watermark, or that are more than ninety (90) days old; and

(3) Impose additional requirements as a condition of licensure or deny licensure following the board's review of findings from a background check.

Section 10. Denial. If any of the requirements of this administrative regulation are not met by the applicant, the board shall deny the license application.

Section 11. Incorporation by Reference.

(1) The following material is incorporated by reference:

(a) "Application for an Allied Animal Health Professional (AAHP) Provider License", 8/2025; and

(b) "Reinstatement Application for AAHP Licenses", 11/2025.

(2) This material may be inspected, copied, or obtained, subjected to applicable copyright law, at the Kentucky Board of Veterinary Examiners, 4047 Iron Works Parkway, Lexington, Kentucky 40511, Monday through Friday, 8:30 a.m. to 4:30 p.m. This material may also be obtained at [kbve.ky.gov](http://kbve.ky.gov).

*MICHELLE M. SHANE, KBVE Executive Director*

*For JOHN C. PARK, DVM, Board Chair*

APPROVED BY AGENCY: October 23, 2025

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