BOARDS AND COMMISSIONS

Board of Licensure and Certification for Dietitians and Nutritionists

(Emergency Amended After Comments)

201 KAR 33:020E. Renewals, late renewal, revocation, inactive status, and reinstatement.

RELATES TO: KRS 310.041
STATUTORY AUTHORITY: KRS 310.041, 310.050, 310.095
CERTIFICATION STATEMENT:
NECESSITY, FUNCTION, AND CONFORMITY: KRS 310.050(1) requires the board to promulgate administrative regulations establishing procedures for annual renewal of licenses and certificates. KRS 310.095 requires applicants seeking an initial license to engage in a profession authorized by the board to obtain a national and state criminal background investigation by means of a fingerprint check by the Kentucky State Police and the Federal Bureau of Investigation. This administrative regulation establishes procedures for annual renewal, late renewal, revocation, inactive status and reinstatement of licenses and certificates.

Section 1. Renewal.

(1) A credential shall be renewed on or before October 31 of each year.

(2) An initial credential issued within ninety (90) days before October 31 shall be renewed on or before October 31 of the following year.

(3) To apply for renewal, a credential holder shall:

(a) Submit a completed Renewal Application, DPL-DN-02; and

(b) Pay to the board the renewal fee established by 201 KAR 33:010, Section 2, for the renewal of the license or certificate.

(c) Document compliance with continuing education requirements established by 201 KAR 33:030.

Section 2. Grace Period and Late Renewal.

(1) A sixty (60) day grace period shall be allowed beginning November 1, during which a licensee or certificate holder may renew his or her license or certificate upon payment of the renewal fee plus the late renewal fee established by 201 KAR 33:010, Section 2. A licensee or certificate holder may continue to practice during the sixty (60) day grace period.

(2) A person requesting renewal during the sixty (60) day grace period shall comply with the continuing education requirements as required by KRS 310.050(3) and as specified by 201 KAR 33:030.

Section 3. Automatic Revocation. Failure to renew during the grace period shall result in automatic revocation of the license or certification as set forth by KRS 310.050(4), and a licensee or certificate holder shall no longer be eligible to practice in the Commonwealth.

Section 4. Renewal of Inactive Status. A credential holder who has elected to hold the credential in an inactive status shall annually renew the inactive status during the renewal period and pay the fee set forth in 201 KAR 33:010. Section 3(1).

Section 5. Reinstatement. After the sixty (60) day grace period, a license or certificate that was automatically revoked due to failure to renew shall be reinstated if the licensee or certificate holder has:

(1) Submitted a complete Reinstatement Application, DPL-DN-03;

(2) Paid the renewal fee plus a reinstatement fee as set forth by 201 KAR 33:010; and

(3) Documented that he or she has complied with the continuing education requirements established by 201 KAR 33:030.

(4) For an application for reinstatement to practice as a dietitian or a dual credential, the results of a national and state criminal background investigation by means of a fingerprint check performed within the last ninety (90) days by the Department of Kentucky State Police (KSP) and the Federal Bureau of Investigation (FBI) shall be submitted directly to the board. The applicant shall pay any required fee to the KSP and FBI. Any cases officially expunged shall not have to be disclosed by the applicant and shall not be considered by the board as a conviction.

(5) Any person who fails to apply for reinstatement within three (3) years of termination or revocation of the credential shall apply for a new license or certification and shall meet the current licensure or certification requirements.

Section 6. Address and Contact Information Changes.A credential holder shall submit any change in the credential holder's name, address, phone number or email address to the board within thirty (30) days of any such change.

Section 7. Incorporation by Reference.

(1) The following material is incorporated by reference:

(a) "Renewal Application", DPL-DN-02, July 2026,; and

(b) "Reinstatement Application", DPL-DN-03, July 2026, .

(2)

(a) This material may be inspected, copied, or obtained, subject to applicable copyright law, at the Kentucky Board of Licensure and Certification for Dietitians and Nutritionists, 500 Mero Street, 2 SC 32, Frankfort, Kentucky 40601, Monday through Friday, 8:00 a.m. to 4:30 p.m. or

(b) This material may also be obtained at the Board of Licensure and Certification for Dietitians and Nutritionists at https://bdn.ky.gov.

COMPILER'S NOTE: 2025 RS HB 6, enacted by the General Assembly on March 27, 2025, altered the information to be provided at the time an administrative regulation is filed. Aside from formatting changes necessary to upload the regulation into the LRC's publication application, this regulation has been published as submitted by the agency.

201 KAR 33:020E
ERIN ELIASSEN, Chair

APPROVED BY AGENCY: October 14, 2026
FILED WITH LRC: October 14, 2026 at 3:00 p.m.