

**201 KAR 16:540. Application requirements for veterinarians and veterinary technicians.**

RELATES TO: KRS 321.193, 321.235, 321.221, 321.441

STATUTORY AUTHORITY: KRS 321.193, 321.221(1), 321.235(3), 321.240(5), 321.441(1)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.193, 321.235(3), and 321.221(1) authorize the Kentucky Board of Veterinary Examiners to establish application requirements for veterinarians. KRS 321.441(1) authorizes the board to establish the requirements for licensure as a veterinary technician. KRS 321.235(3) and 321.240(5) authorize the board to promulgate administrative regulations to implement KRS Chapter 321. This administrative regulation establishes application requirements for veterinarians and veterinary technicians applying for licensure in the Commonwealth of Kentucky from the board.

Section 1.

(1) A new application to the board for licensure as a veterinarian shall include the following components:

- (a) A completed application on an Application for Licensure as a Veterinarian form or online equivalent form, including all required attachments;
- (b) 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;
- (c) An official copy of final transcripts, or a copy of the applicant's diploma from the issuing school;
- (d) A copy of any court documents, final orders, settlement agreements, or other documents requested by the board in support of the application;
- (e) An official copy of an applicant's testing score report. The score report shall be sent directly to the board from the International Council for Veterinary Assessment (ICVA), the American Association of Veterinary State Boards (AAVSB), other board recognized testing body, their designee, or official records custodian. The report shall include results for either:
  - 1. The North American Veterinary Licensing Exam (NAVLE); or
  - 2. The National Board Examination (NBE) and the Clinical Competency Test (CCT), if completed prior to May 31, 2000;
- (f) The completed State Exam Answer Sheet; and
- (g) Payment for the application fee required by 201 KAR 16:510.

(2) In addition to the requirements listed in subsection (1)(a), (b), (d), (f), and (g) of this section, requirements for veterinary license endorsement applications shall include:

- (a) Licensure verifications from all jurisdictions in which an applicant once held or currently holds a license as a veterinarian; and
- (b) A current Veterinary Application for Uniform Licensure Transfer (VAULT) credential report, which shall include an applicant's score report for the NAVLE or NBE and CCT, directly from the AAVSB, its designee, or official records custodian.

(3) In addition to the requirements listed in subsection (1)(a), (b), (d), (f), and (g) of this section, requirements for foreign graduate veterinary license applications shall include:

- (a) Licensure verifications from all jurisdictions in which an applicant once held or currently holds a license as a veterinarian;
- (b) A current VAULT credential report, which shall include an applicant's score report for the NAVLE or NBE and CCT, directly from the AAVSB, its designee, or official records custodian; and
- (c) An official report or letter showing completion of one (1) of the programs listed in subparagraphs 1 and 2 of this paragraph. The report or letter shall be sent directly to

the board from the testing organization, its designee, or current official records custodian.

1. The Educational Commission for Foreign Veterinary Graduates (ECFVG) Program of the American Veterinary Medical Association (AVMA); or
2. The Program for the Assessment of Veterinary Education Equivalence (PAVE) of the AAVSB.

Section 2. A veterinarian may apply for reinstatement of an expired license if not more than five (5) years have elapsed since the last date of license expiration pursuant to KRS 321.211(3). Reinstatement applications to the board for licensure as a veterinarian shall include the following components:

- (1) A completed application on a Reinstatement Application for Veterinarians form or online equivalent form, including all required attachments;
- (2) A copy of any court documents, final orders, settlement agreements, or other documents requested by the board in support of the application;
- (3) Licensure verifications from all jurisdictions in which an applicant once held or currently holds a license as a veterinarian;
- (4) A current VAULT credential report directly from the AAVSB, its designee, or official records custodian;
- (5) Proof of a minimum of thirty (30) continuing education credits (as approved pursuant to 201 KAR 16:590) during the twenty-four (24) months immediately prior to the date of application; and
- (6) Payment for the reinstatement application fee pursuant to 201 KAR 16:510.

Section 3. A veterinary license holder of the board shall renew his or her license pursuant to 201 KAR 16:570.

Section 4.

(1) New applications to the board for licensure as a veterinary technician shall include the following components:

- (a) A completed application on an Application for Licensure as a Veterinary Technician form or online equivalent form, including all required attachments;
- (b) A current color photograph of the applicant not smaller than 2 in. x 2 in., or color copy of the applicant's current valid driver's license or passport with photo;
- (c) An official copy of final transcripts, or copy of the applicant's diploma from the issuing school;
- (d) A copy of any court documents, final orders, settlement agreements, or other documents requested by the board in support of the application;
- (e) An official copy of an applicant's test scores pursuant to 201 KAR 16:530, Section 2(1), directly from PSI Services, the American Association of Veterinary State Boards (AAVSB), their designee, or official records custodian; and
- (f) Payment for the application fee pursuant to 201 KAR 16:512.

(2) In addition to the requirements listed in subsection (1) of this section, requirements for endorsement veterinary technician applications shall include licensure verifications from all jurisdictions in which an applicant once held or currently holds a license as a veterinary technician.

(3) In addition to the requirements listed in subsection (1) of this section, requirements for foreign graduate veterinary technician license applications shall include:

- (a) Licensure verifications from all jurisdictions in which an applicant once held or currently holds a license as a veterinary technician;
- (b) A current Veterinary Application for Uniform Licensure Transfer (VAULT) credential report directly from the AAVSB, its designee, or official records custodian; and

(c) An official score report or letter showing results for the Program for the Assessment of Veterinary Education Equivalence (PAVE) or equivalent program of the AAVSB for veterinary technicians. The score report shall be sent directly to the board from the testing organization, its designee, or official records custodian.

Section 5. A veterinary technician may apply for reinstatement of an expired license if not more than five (5) years have elapsed since the last date of license expiration. Reinstatement applications to the board for licensure as a veterinary technician shall include the following components:

- (1) A completed application on a Reinstatement Application for Veterinary Technicians form or online equivalent form, including all required attachments;
- (2) A copy of any court documents, settlement agreements, or other documents requested by the board in support of the application;
- (3) Proof of a minimum of six (6) continuing education credits (as approved pursuant to 201 KAR 16:590) during the twelve (12) months immediately prior to the date of application;
- (4) Licensure verifications from all jurisdictions in which the applicant once held or currently holds a license as a veterinary technician;
- (5) If more than one (1) year since the date of license expiration, a current VAULT credential report from the AAVSB; and
- (6) Payment for the application fee pursuant to 201 KAR 16:512.

Section 6. A veterinary technician license holder of the board shall renew his or her license pursuant to 201 KAR 16:570.

Section 7. Change in Licensure Status. Veterinarian and veterinary technician license holders may apply to the board for a change in licensure status in accordance with 201 KAR 16:580.

Section 8. Background checks. The board may 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. The board may reject background checks that do not have an official seal or watermark, or that are more than ninety (90) days old. The board may impose additional requirements as a condition of licensure or deny licensure following the board's review of findings from a background check.

Section 9. Incorporation by Reference.

- (1) The following material is incorporated by reference:
  - (a) "Application for Licensure as a Veterinarian", 3/2020;
  - (b) "Reinstatement Application for Veterinarians", 3/2020;
  - (c) "Application for Licensure as a Veterinary Technician", 3/2020; and
  - (d) "Reinstatement Application for Veterinary Technicians", 3/2020.

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(46 Ky.R. 1732, 2466, 2610; eff. 6-30-2020.)