

1 UPDATED: 10/16/2023 – DISCUSSION DRAFT ONLY -- NOT FILED WITH LRC

2 GENERAL GOVERNMENT CABINET

3 Kentucky Board of Veterinary Examiners

4 (New Administrative Regulation)

5 201 KAR 16: 513 Fees for Allied Animal Health Professional (AAHP) Permits.

6 RELATES TO: KRS 321.175, 321.181(1)-(4), 321.235

7 STATUTORY AUTHORITY: KRS 321.175(2)(c), (5), 321.181(1)-(4), 321.235(1)(a)-
8 (c), (2)(b)2.

9 NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.235(1)(a)-(c) and (2)(b)2.
10 require the Kentucky Board of Veterinary Examiners to promulgate administrative regulations as
11 it may deem necessary and proper to effectively carry out and enforce the provisions of KRS
12 Chapter 321, including regulations to establish authorized fees. This administrative regulation
13 establishes fees for allied animal health professional (AAHP) permits.

14 Section 1. Payment and Submission of Fees.

15 (1) Fees to the board shall be paid by check or money order, or, if available, online
16 payment by debit or credit card. Checks and money orders shall be made payable to the
17 Kentucky State Treasurer.

18 (2) All fees shall be nonrefundable.

19 Section 2. Application Fees for Allied Animal Health Professional Permits.

20 (1) The application fee for an AAHP permit shall be \$300.

1 (2) The fee shall be attached to the completed Application for Allied Animal Health
2 Professional Permit form as found in 201 KAR 16:543 or online equivalent form, including all
3 required attachments.

4 Section 3. Examination Fees for Allied Animal Health Professionals. The fee for the
5 Kentucky Board of Veterinary Examiners state jurisprudence examination for AAHP applicants
6 shall be \$100 paid directly to the board.

7 Section 4. Renewal Fees for Allied Animal Health Professional Permits. The following
8 fees shall be paid to renew an AAHP permit.

9 (1)(a) The biennial renewal fee for an AAHP permit in active status shall be \$300, if:

10 1. The Renewal Application for Allied Animal Health Professional Permits form as found
11 in 201 KAR 16:573 or online equivalent form is complete, including all required attachments,
12 continuing education credits, and fee payment; and

13 2. The complete package is submitted to the board for review and approval not later than
14 March 1 of each year ending in an odd number.

15 (b) For an AHHP permittee who is initially permitted 120 days prior to the end of the
16 renewal period, the permit renewal fee and any continuing education (CE) shall be waived
17 during the first permit cycle.

18 (2) (a) A renewal grace period shall be provided for sixty (60) days following the renewal
19 deadline. During the grace period, an AAHP permittee who failed to meet the March 1 renewal
20 deadline may continue to function as though permitted by the board until a late renewal
21 application is submitted to the board.

22 (b) The late fee for biennial renewal shall be \$200 in addition to the renewal fee as
23 described in Section 4(1) of this administrative regulation.

1 (c) The AAHP permittee shall submit the complete Renewal Application for Allied
2 Animal Health Professional Permits form as found in 201 KAR 16:573 or online equivalent
3 form, including all required attachments, an accounting of earned continuing education hours,
4 and fee payment, to the board between March 2 and April 30 during the second year of the
5 biennium. If audited by the board, the AAHP permittee shall provide proof of CE credits earned
6 in accordance with 201 KAR 16:573.

7 (3) An AAHP's permit shall expire if no renewal application package and all
8 attachments, and late fee if applicable, is paid to the board by April 30 of each year ending in an
9 odd number.

10 Section 5. Reinstatement Fees for Allied Animal Health Professional Permits.

11 (1) The reinstatement period is limited to five (5) years past date of permit expiration.

12 (a) Except as provided by Section 4(2) of this administrative regulation, if not more than
13 five (5) years have elapsed since the last date of permit expiration, an AAHP may pay a
14 reinstatement fee of \$675 and submit a complete Reinstatement Application for Allied Animal
15 Health Professional Permits form as found in 201 KAR 16:577 or online equivalent form,
16 including all required attachments, to the board for reinstatement of the permit.

17 (b) An AAHP permittee shall not apply for a new permit during this five (5) year
18 window; a reinstatement application shall be required.

19 (2) If more than five (5) years have elapsed since the last date of permit expiration, an
20 AAHP shall apply as a new applicant to obtain a new permit from the Kentucky Board of
21 Veterinary Examiners.