

**IDAHO STATE OCCUPATIONAL THERAPY LICENSURE BOARD
IDAHO DIVISION OF OCCUPATIONAL AND PROFESSIONAL LICENSES**

P.O. Box 83720, Boise, Idaho 83720-0063

Phone (208) 334-3233 E-mail oct@dopl.idaho.gov

Web <https://dopl.idaho.gov>

REQUEST TO MAKE LICENSE INACTIVE

I hereby request my license(s) number(s) _____ be placed on inactive status.

I understand I may reactivate my license(s) for up to five (5) years by paying the difference between the full licensure fee and the inactive licensure renewal fee and submitting verification of continuing education and compliance with any other requirements of Idaho laws and rules.

I further understand that I am not allowed to practice while on inactive status.

Printed Name

Signature

Date

Rule 030. INACTIVE STATUS.

Occupational Therapists and Occupational Therapy Assistants requesting an inactive status during the renewal of their active license must submit a written request and pay the established fee.

03. Reinstatement to Full Licensure from Inactive Status.

a. Return to Active Status of License - Inactive for Five (5) or Fewer Years. An inactive license holder whose license has been inactive for five (5) or fewer years may convert from inactive to active license status by:

i. Providing documentation to the Board showing successful completion within the previous twelve (12) months of the continuing education requirements for renewal of an active license; and

ii. Paying a fee equivalent to the difference between the current inactive fee and the active renewal fee.

b. Return to Active Status of License - Inactive for Greater than Five (5) Years. An inactive license holder whose license has been inactive for greater than five (5) years may convert from inactive to active license status by:

i. Providing documentation to the Board showing successful completion within the previous twelve (12) months of the continuing education requirements for renewal of an active license; and

ii. Providing proof that the licensee has actively engaged in the practice of occupational therapy in another state or territory of the United States for at least three (3) of the immediately preceding five (5) years, or provide proof that the licensee is competent to practice in Idaho.

iii. The Board may consider the following factors when determining proof of competency:

(1) Number of years of practice prior to transfer from active status;

(2) Employment in a field similar to occupational therapy; and

(3) Any other factors the Board deems appropriate.