CHAPTER 221
LICENSURE OF ORTHOTISTS, PROSTHETISTS AND PEDORTHISTS

645—221.1(148F) Definitions. For purposes of these rules, the following definitions shall apply:
"*ABC" means the* American Board for Certification in Orthotics, Prosthetics & Pedorthics
"Active license" means a license that is current and has not expired.
"Board" means the board of podiatry.
"BOC" Board of Certification/Accreditation, International.
"CAAHEP" Commision on Accreditation of Allied Health Education Programs.
"Grace period" means the 30-day period following expiration of a license when the license is still considered to be active. In order to renew a license during the grace period, a licensee is required to pay a late fee.
"Inactive license" means a license that has expired because it was not renewed by the end of the grace period. The category of "inactive license" may include licenses formerly known as lapsed, inactive, delinquent, closed, or retired.
"Licensee" means any person licensed to practice as a orthotist, prosthetist, or pedorthist in the state of Iowa.
"License expiration date" means June 30 of even-numbered years.
"Licensure by endorsement: means the issuance of an Iowa license to practice orthotics, prosthetics, or pedorthics to an applicant who is or has been licensed in another state.
"Mandatory training" means training on identifying and reporting child abuse or dependent adult abuse required of orthotists, prosthetists, or pedorthists who are mandatory reporters. The full requirements on mandatory reporting of child abuse and the training requirements are found in Iowa Code section 232.69. The full requirements on mandatory reporting of dependent adult abuse and the training requirements are found in Iowa Code section 235B.16.
"Reactivate" or *"reactivation"* means the process as outlined in rule 221.8(17A,147,272C) by which an inactive license is restored to active status.
"Reciprocal license" means the issuance of an Iowa license to practice orthotics, prosthetics, or pedorthics to an applicant who is currently licensed in another state that has a mutual agreement with the Iowa board of podiatry to license persons who have the same or similar qualifications to those required in Iowa.
"Reinstatement" means the process as outlined in 645—11.31(272C) by which a licensee who has had a license suspended or revoked or who has voluntarily surrendered a license may apply to have the license reinstated, with or without conditions. Once the license is reinstated, the licensee may apply for active status.
645—221.2(148F) Requirements for licensure. The following criteria shall apply to licensure:
221.2(1) An applicant shall complete a board-approved application packet. Application forms may be obtained from the board's Web site (http://www.idph.state.ia.us/licensure) or directly from the board office. All applications shall be sent to the Board of Podiatry, Bureau of Professional Licensure, Fifth Floor, Lucas State Office Building, Des Moines, Iowa 50319-0075.
221.2(2) An applicant shall complete the application form according to the instructions contained in the application. If the application is not completed according to the instructions, the application will not be reviewed by the board.
221.2(3) Each application shall be accompanied by the appropriate fees payable to the Board of Podiatry. The fees are nonrefundable.
221.2(4) No application will be considered complete until official copies of academic transcripts are received.
a. For Orthotics or Prosthetics submit proof of graduation from an educational program approved by the National Commission on Accreditation of Allied Health Education.
b. For Pedorthics, submit proof of graduation from an educational program approved by the American Board for Certification in orthotics, prosthetics, and pedorthics.
221.2(5) Transcripts must be sent directly from the school to the board.
221.2(6) Licensees who were issued their licenses within six months prior to the renewal date shall not be required to renew their licenses until the renewal date two years later.
221.2(7) Incomplete applications that have been on file in the board office for more than two years shall be:
a. Considered invalid and shall be destroyed; or

b. Retained upon written request of the applicant. The applicant is responsible for requesting that the file be retained.
221.2(8) Passing score from the appropriate professional examination to be sent directly to the board from the exam service.
221.2(9) For Orthotics and Prosthetics provide documentation of successful completion of a residency program accredited by the National Commission on Orthotic & Prosthetic Education.
221.2(10) For Pedorthics provide documentation of successful completion of an internship.
645—221.3(148F) Written examinations.
221.3(1) Prosthetists must have completed and passed the BOC (Board of Certification/Accreditation, International) or ABC (American Board of Certification in Orthotics, Prosthetics & Pedorthics) examination for Prosthetists.
221.3(2) Orthotists must have completed and passed the BOC (Board of Certification/Accreditation, International) or ABC (American Board of Certification in Orthotics, Prosthetics & Pedorthics) examination for Orthotists.
221.3(3) Pedorthists must have completed and passed the BOC (Board of Certification/Accreditation, International) or ABC (American Board of Certification in Orthotics, Prosthetics & Pedorthics)
221.3(3) The applicant has responsibility for:
a. Making arrangements to take the examinations; and
b. Arranging to have the examination score reports sent directly to the board from the American Board for Certification or Board of Certification/Accreditation, International.
221.3(4) A passing score as recommended by the administrators of the American Board for Certification or Board of Certification/Accreditation, International examinations shall be required.
645—221.4(149) Educational qualifications.
221.4(1) An applicant for licensure to practice as an orthotist or prosthetist shall present official copies of academic transcripts, verifying completion of the following requirements.
a. A baccalaureate or higher degree from a regionally accredited college or university. Transcripts must be sent directly from the school to the board of podiatry.
b. Verification of completion of an academic program in orthotics or prosthetics accredited by CAAHEP. Transcripts must be sent directly from the school to the board of podiatry.
221.4(2) An applicant for licensure to practice as a pedorthist shall present official copies of academic transcripts, verifying completion of the following requirements.
a. A high school diploma or its equivalent.
b. Verification of completion of an academic program in pedorthics accredited by the American Board for Certification in Orthotics, Prosthetics, and Pedorthics. Verification must be sent directly from the school to the board of podiatry.
645—221.5(148F) Licensure by endorsement.
221.5(1) An applicant who has been a licensed orthotist, prosthetist, or pedorthist under the laws of another jurisdiction shall file an application for licensure by endorsement with the board office. **T**he board may receive by endorsement any applicant from the District of Columbia, another state, territory, province or foreign country who:
a. Submits to the board a completed application;
b. Pays the licensure fee;
c. Shows evidence of licensure requirements that are similar to those required in Iowa;
d. For Prosthetic or Orthotic licensure:
a. A baccalaureate or higher degree from a regionally accredited college or university. Transcripts must be sent directly from the school to the board of podiatry.
b. Verification of completion of an academic program in orthotics or prosthetics accredited by CAAHEP. Transcripts must be sent directly from the school to the board of podiatry.
e. For Pedorthic licensure:
a. A high school diploma or its equivalent.
b. Verification of completion of an academic program in pedorthics accredited by the American Board for Certification in Orthotics, Prosthetics, and Pedorthics. Verification must be sent directly from the school to the board of podiatry.

f. Provides verification of license(s) from every jurisdiction in which the applicant has been licensed, sent directly from the jurisdiction(s) to the board office. Web-based verification may be substituted for verification direct from the jurisdiction's board office if the verification provides:
(1) Licensee's name;
(2) Date of initial licensure;
(3) Current licensure status; and
(4) Any disciplinary action taken against the license.
g. Submits a copy of the scores from the appropriate professional examination to be sent directly from the examination service to the board.
221.5(2) Individuals who were issued their licenses by endorsement within six months of the license renewal date will not be required to renew their licenses until the next renewal two years later.
645—221.6(148F) License renewal.
221.6(1) The biennial license renewal period for a license to practice orthotics, prosthetics, or pedorthics shall begin on July 1 of an even-numbered year and end on June 30 of the next even-numbered year. The licensee is responsible for renewing the license prior to its expiration. Failure of the licensee to receive notice from the board does not relieve the licensee of the responsibility for renewing the license.
221.6(2) An individual who was issued a license within six months of the license renewal date will not be required to renew the license until the subsequent renewal two years later.
221.6(3) A licensee seeking renewal shall:
a. Meet the continuing education requirements of rule 645—222.2(148F,272C) A licensee whose license was reactivated during the current renewal compliance period may use continuing education credit earned during the compliance period for the first renewal following reactivation; and
b. Submit the completed renewal application and renewal fee before the license expiration date.
221.6(4) Upon receiving the information required by this rule and the required fee, board staff shall administratively issue a two-year license and shall send the licensee a wallet card by regular mail. In the event the board receives adverse information on the renewal application, the board shall issue the renewal license but may refer the adverse information for further consideration or disciplinary investigation.
221.6(5) A person licensed to practice orthotics, prosthetics, or pedorthics shall keep the license certificate and wallet card(s) displayed in a conspicuous public place at the primary site of practice.
221.6(6) Late renewal. The license shall become late when the license has not been renewed by the expiration date on the wallet card. The licensee shall be assessed a late fee as specified in 645—subrule 5.15(3). To renew a late license, the licensee shall complete the renewal requirements and submit the late fee within the grace period.
221.6(7) Inactive license. A licensee who fails to renew the license by the end of the grace period has an inactive license. A licensee whose license is inactive continues to hold the privilege of licensure in Iowa, but may not practice as a orthotist, prosthetist, or pedorthist in Iowa until the license is reactivated. A licensee who practices as an orthotist, prosthetist, or pedorthist in the state of Iowa with an inactive license may be subject to disciplinary action by the board, injunctive action pursuant to Iowa Code section 147.83, criminal sanctions pursuant to Iowa Code section 147.86, and other available legal remedies.
645—221.7(17A,147,272C) License reactivation. To apply for reactivation of an inactive license, a licensee shall:
221.7(1) Submit a reactivation application on a form provided by the board.
221.7(2) Pay the reactivation fee that is due as specified in 645—Chapter 5.
221.7(3) Provide verification of current competence to practice by satisfying one of the following criteria:
a. If the license has been on inactive status for five years or less, an applicant must provide the following:
(1) Verification of the license(s) from every jurisdiction in which the applicant is or has been licensed and is or has been practicing during the time period the Iowa license was inactive, sent directly from the jurisdiction(s) to the board office. Web-based verification may be substituted for verification from a jurisdiction's board office if the verification includes:
1. Licensee's name;
2. Date of initial licensure;
3. Current licensure status; and
4. Any disciplinary action taken against the license; and

(2) For orthotics or prosthetics provide verification of completion of 30 hours of continuing education within two years of application for reactivation.
(3) For pedorthics, provide verification of completion of 20 hours of continuing education within two years of application for reactivation.
b. If the license has been on inactive status for more than five years, an applicant must provide the following:
(1) Verification of the license(s) from every jurisdiction in which the applicant is or has been licensed and is or has been practicing during the time period the Iowa license was inactive, sent directly from the jurisdiction(s) to the board office. Web-based verification may be substituted for verification from a jurisdiction's board office if the verification includes:
1. Licensee's name;
2. Date of initial licensure;
3. Current licensure status; and
4. Any disciplinary action taken against the license; and
(2) For orthotics or prosthetics provide verification of completion of 60 hours of continuing education within two years of application for reactivation.
(3) For pedothics, provide verification of completion of 40 hours of continuing education within two years of application for reactivation.
645—221.8(17A,147,272C) License reinstatement. A licensee whose license has been revoked, suspended, or voluntarily surrendered must apply for and receive reinstatement of the license in accordance with 645—11.31(272C) and must apply for and be granted reactivation of the license in accordance with 221.8(17A,147,272C) prior to practicing as a podiatrist in this state.
These rules are intended to implement Iowa Code chapters 17A, 147, 148F, and 272C.