LICENSE RENEWAL

As in the past, the license of all licensees expires on the last day of the licensee’s birth month (201 KAR 46:040, Section 5). A postmark date on U.S. mail renewals is not adequate; licensees must have their license “in hand” on the first day of the following month. Renewal of the license is done annually; CE is due biennially and only needs to be submitted to the Board if audited. To renew:

- Submit KBMIRT Form 2 through the online portal*
- Verify that you have current, active status with the ARRT or NMTCB
- Submit renewal fee of $50

*Remember to print your license from the website within renewal month; you may print duplicates from the site at this time.

Licenses that have lapsed for at least 1 month but less than or equal to 12 months may be reinstated upon submission of KBMIRT Form 2, documentation of 24 approved CE hours, and reinstatement and renewal fees:

- Renewal fee of $50
- Reinstatement fee of $100 and late fees

To reinstate a license that has lapsed 12 months or longer, the licensee must submit:

- Verification of current active status with the ARRT or NMTCB
- KBMIRT Form 1
- KBMIRT Form 8, documenting 24 approved CE hours
- Initial application fee of $100
- Results of criminal background check (CBC) completed within the past 6 months in state(s) of residency and employment and any other state of residency and employment within the past 5 years
- Copy of government-issued photo ID

LIMITED X-RAY MACHINE OPERATORS

Limited operators must renew annually prior to the last day of their birth month by submitting:

- KBMIRT Form 6
- Renewal fee of $50

Licenses that have lapsed for more than 1 month but less than or equal to 12 months may be reinstated upon submission of KBMIRT Form 6, documentation of 12 approved CE hours and reinstatement and renewal fees, same as above.

To reinstate a license that has lapsed longer than 12 months, the licensee must pass the ARRT limited scope exam, submit KBMIRT form 4 and meet other requirements listed above for initial application.

LXMO CONTINUING EDUCATION

Per 201 KAR 46:081, the number of CEUs for limited x-ray machine operators has not changed, however, the type of CE that must be earned has changed. Section 10 of this regulation states that a minimum of 6 hours must be related to radiation safety or medical imaging. All CE programs for LXMO licensees must be pre-approved by the Board or a professional organization that is recognized by the Board. Each licensee must retain evidence of CE in the event of an audit. If audited, the licensee will need to submit requested documentation to the Board.

KEY INFORMATION:
- Online License renewal
- Annual renewal fee; biennial CE—similar to ARRT
- License expires on the last day of birth month
- Individuals CANNOT work without a valid license
- All licensees, except LXMOs, MUST maintain active status with ARRT or NMTCB
- No changes in number of CE needed.
- Licensees will NOT submit CE to the Board unless it is requested for audit.

OTHER NEWS:
- Effective January 1, 2016, initial and temporary applications must include a criminal background check obtained within the past 6 months in state of residence and employment and any other state of residence and employment within the past 5 years
- Process for requesting approval of a CE program has been posted on the KBMIRT website

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