

Tennessee Board of Dispensing Opticians



Newsletter



2013

A Regulatory Agency of the state of Tennessee

Fall

227 French Landing, Suite 300, Heritage Place Metro Center, Nashville, TN 37243 <http://tennessee.gov/health> (615) 532-5100 or 1-800-778-4123, extension 36061. Office Hours: Monday – Friday 8:00 a.m. to 4:30 p.m. Central Time (except state and federal holidays) Fax: (615) 532-5369

In conjunction with the purpose and goals of the Department of Health, the Mission of the Bureau of Health Licensure and Regulation is to: Monitor, access and enforce health care laws and regulations; Protect, promote and enhance quality health care for all citizens; Continuously strive to meet the needs of our customers in a respectful and caring manner; Provide quality work-life necessary to attract and retain competent, caring employees; Empower our employees to become entrepreneurs in their jobs; Increase awareness and public confidence in our services; and, Utilize our resources efficiently and cost effectively.

Health Related Boards' Offices Moving To New Location

The Department of Health's Division of Health Licensure and Regulation, Office of Health Related Boards will be transitioning from leased space at Heritage Place Metro Center to a newly renovated state-owned space. Our new address will be **665 Mainstream Drive, Nashville, TN 37243**. Our move is currently scheduled for the last week of October 2013.

All individual employee phone numbers and e-mail addresses will remain the same. You are encouraged to stay in contact with our office by using existing phone numbers and email addresses. However, if you plan to write the Health Related Boards after October 25, 2013, please write us at our new address at:

Tennessee Department of Health
Division of Health, Licensure and Regulation
Office of Health Related Boards
665 Mainstream Drive
Nashville, Tenn. 37243
615-532-5100
1-800-778-4123

While the department has prepared diligently to minimize downtime, maintain accessibility and sustain productivity throughout this relatively complex move,

we do appreciate your understanding and patience as personnel and material move into our new space. We look forward to working with you and providing outstanding customer service from our new location.

2014 Board Meeting Schedule



February 5, 2014

Board meets at 9:00 a.m. in the Poplar Board Room, 665 Mainstream Dr.

May 28, 2014

Board meets at 9:00 a.m. in the Iris Board Room, 665 Mainstream Dr.

August 6, 2014

Board meets at 9:00 a.m. in the Poplar Board Room, 665 Mainstream Dr.

November 4, 2014

Board meets at 9:00 a.m. in the Iris Board Room, 665 Mainstream Dr.

Dispensing Opticians Website

You may download a copy of the rules, applications and forms, board member list, board meeting schedule, policy statements, and other pertinent information at the board's website:

health.state.tn.us/boards/DO/dex.htm.

Change of Address

Must be reported (in writing or by e-mail) to the board's office within 30 days! Please include the following:



- your name and license number;
- your profession;
- your old address and phone number;
- your new address and phone number, e-mail address, and/or your fax number; and your signature!

Keeping the board's administrative staff up to date on your location facilitates the timely notification to you of important information such as your application for licensure renewal and important statutory and rule changes.

You may fax your change to the board's administrative office at (615) 532-5369 or mail to: 227 French Landing, Heritage Place MetroCenter, Suite 300,

Nashville, TN 37243.

You may e-mail the board at: TN.Health@tn.gov, call the board at 615/532-5100, or visit the website at: www.health.state.tn.us/boards/DO/index.htm

Continuing Education Requirements

The board's rule regarding continuing education requires all dispensing opticians to complete eight hours of continuing education courses each calendar year. Four hours must be in spectacles; two hours in contact lens, not to exceed four hours; two hours optional; and one hour of jurisprudence. 2 hours may come from multi-media – online, video conferences and/or video web seminars.

Renew Your License Online



Practitioners may access the online service at Tennessee.gov/health to renew their licenses up to 120 days prior to the expiration date.

Click the "Licensing Renewal" link where you can renew your license and update your professional license information. *Licenses are responsible for renewing their licenses on time and keeping the Board apprised of current information. It is a violation of the law and of the Board's rules to practice on an expired license.*

-Step 1: Login - Select our board and your profession and enter your license number.

-Step 2: Update your Information - Change your home and/or office address.

-Step 3: Enter your renewal information - Answer all necessary questions, as if you were completing your hard-copy form.

-Step 4: Payment - Enter your credit card information through the secure site and choose "submit".

If you have met all of the criteria necessary, your renewal certificate will be mailed to you in

approximately one week. Updated license information will be available on the department's web site within two business days.

Lapsed License

The Board of Dispensing Opticians recognizes that an individual may inadvertently allow his/her license to expire. However, the statute prohibits an individual from working as a Dispensing Optician unless he/she has an active and unrestricted license. While the Board does not condone an individual working on an expired license, recognition is given to the fact that the problem does exist. As such, the Board has adopted the following procedures for reinstatement of an expired or administratively revoked license.

- Immediately upon recognition that his/her license has expired, the individual must stop practicing and contact the Board's administrative office to request a reinstatement application.
- Upon receipt of the reinstatement application, the individuals are to complete the application in its entirety, providing a detailed work history since the license expiration date. The application is to be signed, notarized, and returned to the Board's administrative office along with any additional information and all fees specified in the instructions.
- Upon receipt of a completed reinstatement application, supporting documentation, including continuing education, and fees the Board administrator may immediately reinstate a license, which has been in an expired status for less than three months.
- If the reinstatement application received reflects in the work history that the individual has worked in excess of three months on an expired license, the Board will present to the licensee, official notice which specifies payment of a civil penalty in the amount of \$100.00 per month for every month in excess of three months from the expiration date.
- Discipline for practicing on a lapsed license will be assessed by the Department by Agreed Citation, which will detail the licensee's rights and obligations under the Uniform

Administrative Procedures Act, T.C.A. § 4-5-301, et seq. the discipline assessed in accordance with the Lapsed License Policy constitutes formal discipline against a practitioner's license, and as such it is reportable to the disciplinary databanks and will be noted on the practitioner's licensure profile.

Discipline for lapsed licenses will now be reportable to the national databanks as well as the Department's Disciplinary Action report and will be noted on the practitioner's licensure profile.

Legislative Updates

Public Chapter 122

EXPEDITED LICENSURE

Present law requires the health related boards to establish a procedure to expedite the issuance of a license, certification or permit to perform services regulated by each board to any person who is the spouse of a military service member who is licensed to perform professional services in another state and who left employment to accompany the person's spouse to Tennessee. The procedure includes:

- (1) Issuing the person a license, certificate or permit, if, in the opinion of the board, the requirements for certification or licensure of such other state are substantially equivalent to that required in Tennessee; or
- (2) Developing a method to authorize the person to perform professional services regulated by the board in Tennessee by issuing the person a temporary permit for a limited period of time.

This bill adds any military service member who is licensed to perform substantially similar professional services in another state and who applies for licensure in Tennessee within 180 days of retiring from the military, receiving an honorable discharge, or being released from active duty into the reserves, to the persons who are eligible to participate in the expedited licensure procedures.

MILITARY EDUCATION, TRAINING AND EXPERIENCE

This bill requires the health related boards to accept

military education, training or experience completed by a person who applies for licensure in Tennessee within 180 days of retiring from the military, receiving an honorable discharge, or being released from active duty into the reserves toward the qualifications to receive the license or certification if the military education, training or experience is determined to be substantially equivalent to the state's standards.

TEMPORARY RENEWALS FOR ACTIVE DUTY MILITARY

This bill requires that the health related boards keep in good standing the license or certification of any person who is called to active military duty and who, at the time of such activation, was duly licensed or certified to perform a profession or occupation in Tennessee. A license that is kept in good standing pursuant to this bill will be temporarily renewed without payment of renewal fees, compliance with continuing education requirements, or performing any other act typically required for renewal; provided, that the continuing education requirements will only be waived in circumstances where the person's military duty prevents obtaining the credits or the person performs the licensed or certified profession or occupation as part of the person's military duties. The continuance or renewal of a license or certificate pursuant to this bill will continue until no later than six months from the person's release from active duty.

TENNESSEE BOARD OF DISPENSING OPTICIANS

BOARD MEMBERS

Kathy Hawkins, DPO, Chair
Larry Christopher, DPO, Secretary
Kimberly A. Jackson, DPO
Donald L. Wells, DPO
LeRhonda Walton-Hill, DPO
Edward Risby, PhD, Consumer Member

BOARD STAFF

Sheri Patterson
Board Administrator

LaRinda Pratt
Licensing Tech

Theodora (Teddy) Wilkins
Administrative Director

**To Contact This Board Call:
(615) 532-5100 local or (800) 778-4123
extension 5325100 nationwide or write to:**

**Tennessee Board of Dispensing Opticians
227 French Landing, Suite 300
Heritage Place – MetroCenter
Nashville, TN 37243**

After October 25, 2013:

**Tennessee Board of Dispensing Opticians
665 Mainstream Drive
Nashville, TN 37243**