

## **IMPORTANT RENEWAL INFORMATION**

**PROCESSING YOUR RENEWAL:** To ensure you receive your renewed license prior to the expiration date, you should allow four to six weeks for processing, printing, and mailing.

**MEDICAL ERRORS REDUCTION:** Additional requirement of continuing education for initial licensure and renewal of license: 2 hours in the area of medical error prevention is required for initial license and renewal of license. This requirement is not in addition to the continuing education hours required for renewal, but a part of.

**FLORIDA STATUTE 381.00593, PUBLIC SCHOOL VOLUNTEER HEALTH CARE PRACTITIONER PROGRAM:** The public school volunteer health care practitioner program was created on May 3, 2002. The Department of Health and Department of Education are implementing the provisions of the program outlined in this letter during the next few months. The volunteer hours cannot be applied retroactively; therefore, the earliest a health care practitioner may apply for this waiver is for renewals after January 1, 2004. Local school districts may elect not to participate in the program. For information on existing programs, you may contact the School Health Services at 850-245-4445.

Any practitioner who participates in the public school volunteer health care practitioner program, and agrees to provide his or her services, without compensation, in a public school for at least 80 hours a year for each school year during the biennial licensure period, or if the practitioner is retired for at least 400 hours a year for each school year during the licensure period, shall be eligible for the following:

- Waiver of the biennial license renewal fee for an active license; and
- Fulfillment of a maximum of 25 percent of the continuing education hours required for license renewal, pursuant to s. 456.013(9). Waiver does not apply to mandatory continuing education hours as required by the Board.

To participate in the program, a practitioner must have a valid, active license and must provide documentation on approved forms from the school district that the practitioner has completed such hours at the time of license renewal.

NOTE: If you qualify for this program, you cannot use online renewal.

In order to have your fees waived, you must return the completed renewal form and include documentation from a school official showing that you have completed the required number of hours for the past two years. Please allow additional time for manual processing.

If you have any questions or need additional information please call (850) 488-0595.

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Signature

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Date