

Readopt Ath 301.01, effective 5-30-15 (Document #10841), to read as follows:

Ath 301.01 "National Athletic Trainers Association Board of Certification, Inc. (NATABOC)" means the national professional organization for athletic training which administers a national examination and issues a national certification to qualifying individuals, and its successor organizations.

Readopt with amendments Ath 302.01, effective 12-21-16 (Document #12068), to read as follows:

Ath 302.01 Processing of Applications.

(a) Applicants who wish to apply for initial licensure as an athletic trainer shall do so by submitting or arranging for the submission of, each of the following components of the application packet:

- (1) [~~An application form provided by the board that contains the information specified by Ath 302.02~~] ***The application form specified in Ahp 601.01;***
- (2) The required documents specified by Ath [~~302.04~~] **302.02;**
- (3) The non-refundable application processing fee specified by Ahp 301.02(a); and
- (4) The initial license fee specified by Ahp 301.02(a).

(b) If the board, after receiving and reviewing a completed application packet complying with Ath 302.01, requires further information or documents to determine the applicant's qualification for licensure, the board shall:

- (1) So notify the applicant in writing within [~~60~~] **30** days; and
- (2) Specify the information or documents it requires.

(c) An application shall be considered to be completed on the first date that the board has received:

- (1) The completed application packet described in (a) above; and
- (2) Any additional information or documents which may have been requested pursuant to (b) above.

(d) The application shall be denied if the application ***packet*** is not complete within [~~54~~] **38** weeks of the receipt by the board of the application-form part of the application packet.

(e) The board shall issue written approval or denial of an application within ~~[120]~~ **60** days of the date that the application *packet* is complete.

(f) The board shall refund the license fee, but not the application processing fee, if:

(1) The applicant withdraws the application;

(2) The application *packet* is not completed within ~~[54]~~ **38** weeks of receipt by the board of the application-form part of the application packet; or

(3) The board denies the application.

(g) Any applicant wishing to challenge the board's denial of an application for initial licensure shall:

(1) Make a written request for a hearing of the applicant's challenge; and

(2) Submit this request to the board:

a. Within 60 days of the board's notification of denial; or

b. If the applicant is on active military duty outside the United States, within 60 days of the applicant's return to the United States or release from duty, whichever occurs later.

Repeal Ath 302.02, effective 1-7-14 (Document #10503), as amended effective 8-29-15 (Document #10921), as follows:

~~Ath 302.02 Multipart Application Form.~~

~~— (a) The multipart application form shall:~~

~~(1) Be provided by the board; and~~

~~(2) Contain 2 parts as follows:~~

~~a. Part one, which is held confidential by the board; and~~

~~b. Part 2, which is available to the public.~~

~~— (b) The applicant shall:~~

~~(1) Complete the entire form using a keyboard or by printing the information legibly in ink; and~~

~~(2) Complete all sections of the entire form or designate them as not applicable.~~

~~——(c) On part one of the form the applicant shall designate the initial license applied for by circling the appropriate designation preprinted on the form.~~

~~——(d) On confidential part one of the form the applicant shall provide his or her:~~

~~(1) Full name;~~

~~(2) Home physical address;~~

~~(3) Home phone number or personal cell phone number;~~

~~(4) Home mailing address;~~

~~(5) Place of employment name, if any;~~

~~(6) Place of employment mailing address, if any;~~

~~(7) Place of employment phone number, if any;~~

~~(8) E-mail address at which the applicant wishes to receive correspondence from the board;~~

~~(9) Date of birth; and~~

~~(10) Place of birth.~~

~~——(e) On part one of the form the applicant shall designate by checking the appropriate box which address, if any, can be made available to the public:~~

~~(1) Home mailing address;~~

~~(2) Place of employment mailing address; or~~

~~(3) None.~~

~~——(f) On part one of the form, designate by checking in the appropriate box if the applicant wishes to receive notifications from, the board by e-mail or regular mail.~~

~~——(g) Also on part one of the form, the applicant shall indicate using the “yes” and “no” columns provided:~~

~~(1) Whether the applicant has any reason to believe that the applicant will soon be the subject of a disciplinary proceeding, settlement agreement or consent decree undertaken or issued by a professional licensing board of any state or jurisdiction;~~

~~(2) Whether any malpractice claim has been made against the applicant;~~

~~(3) Whether the applicant has for disciplinary reasons been put on administrative leave, been fired for cause other than staff reduction from a position at the applicants place of employment, or had any privileges limited, suspended or revoked in any:~~

~~a. Hospital;~~

~~b. Health care setting;~~

~~c. Home health care agency;~~

~~d. Educational institution; or~~

~~e. Other professional setting;~~

~~(4) Whether the applicant has been denied the privilege of taking an examination required for any professional licensure;~~

~~(5) Whether the applicant has any physical, mental or emotional condition, or any alcohol or substance abuse problem, which could negatively affect the applicant's ability to practice the profession for which licensure is sought;~~

~~(6) Whether the applicant engages in any remedial undertaking to alleviate one or more conditions listed in (5) above which could itself negatively affect the applicant's ability to practice the profession for which licensure is sought; and~~

~~(7) Whether the applicant has committed any act(s) that would violate the laws and/or rules that govern the profession for which you are applying?~~

~~—— (h) Pursuant to RSA 161 B:11 the applicant shall furnish his or her social security number on part one of the application form.~~

~~—— (i) On part 2 of the application form the applicant shall provide:~~

~~(1) His or her full name;~~

~~(2) For the applicant's undergraduate education and graduate education:~~

~~a. The name and address of the college, university or other institution;~~

~~b. The degree earned;~~

~~c. The year of the degree earned; and~~

~~d. The major subject taken in the degree granting program;~~

~~(3) For any additional education, educational degree or educational credential required to achieve eligibility for initial licensure:~~

- ~~a. The name and address of the educational program or institution;~~
- ~~b. The degree or other credential earned; and~~
- ~~c. The year of the degree or credential earned; and~~

~~(4) A list of the jurisdictions where the applicant is or has been licensed to practice.~~

~~——(j) On part 2 of the application form the applicant shall indicate by using the “yes” and “no” columns provided:~~

~~(1) Whether the applicant has been found guilty of or entered a plea of no contest to any felony or misdemeanor;~~

~~(2) Whether the applicant has ever been the subject of any disciplinary action by any professional licensing authority;~~

~~(3) Whether the applicant has ever been denied a license or other authorization to practice in any state or jurisdiction;~~

~~(4) Whether the applicant has ever surrendered a license or other authorization to practice issued by any state or jurisdiction in order to avoid or settle disciplinary charges; and~~

~~(5) Whether the applicant has a full or partial ownership interest in any business providing services in the allied health professional field for which the applicant seeks to be licensed.~~

~~——(k) Also on part 2 of the form the applicant shall place his or her notarized signature, printed full name and the date of signing below the following preprinted statement:~~

~~"I acknowledge that knowingly making a false statement on this application form is a misdemeanor under RSA 641:2, I. I certify that the information I have provided on all parts of the application form and in the documents that I have personally submitted to support my application is complete and accurate to the best of my knowledge and belief. I also certify that I have read the statute and the rules of the Board and promise that, if I am licensed, I will abide by them."~~

Repeal Ath 302.03, effective 11-16-12 (Document #10227), as follows:

~~Ath 302.03 Effect of Notarized Signature. The effect of the applicant's notarized signature on part one of the form shall be:~~

~~—(a) The applicant's acknowledgement that knowingly making a false statement on the application form is a misdemeanor under RSA 641:2, I;~~

~~—(b) The applicant's certification that:~~

~~(1) The information provided on all of the parts of the application form and in the documents personally submitted to support the application is complete and accurate to the best of the applicant's knowledge and belief; and~~

~~(2) The applicant has read the statutes and administrative rules of the board; and~~

~~—(c) The applicant's promise to abide by the statutes and administrative rules of the board.~~

Readopt with amendments Ath 302.04, effective 1-7-14 (Document #10503), and renumber as Ath 302.02, to read as follows:

Ath [302.04] **302.02 Required Documents**. Applicants for initial licensure as an athletic trainer shall provide, or arrange for the board to receive, the following documents supporting their applications:

(a) A [recent] passport size, 2" x 2", original head-shot photograph *taken within the immediately preceding 6 months*;

(b) On a separate sheet, a detailed report of the relevant circumstances if any of the answers *to questions from the application form specified in Ahp 601.01 are in the affirmative* [~~to questions (f)(1) through (f)(6) on part one of the application form is in the affirmative~~];

~~[(c) On a separate sheet, a detailed report of the relevant circumstances if any of the answers to questions (i)(1) through (i)(5) on part 2 of the application form is in the affirmative;]~~

(c) ~~(d)~~ Unless the information sought is available only on a website, an official letter of verification, *issued within 6 months of the date the application was submitted*, sent directly to the board from every jurisdiction which has issued a license or other authorization to practice stating whether:

(1) The license or other authorization is or was, during its period of validity, in good standing, and

(2) Whether any disciplinary action was taken against the license or other authorization to practice;

(d) ~~(e)~~ Official transcripts showing all post-secondary education:

(1) Mailed directly to the board by the issuing institution(s); or

(2) Submitted by the applicant in one or more envelope(s) sealed by the institution(s) in such a manner that it would be evident to the board if the envelope(s) had been opened;

(e) ~~(f)~~ A resume presenting a chronologically organized account of paid and volunteer work as an athletic trainer performed since first NATABOC certification including:

(1) The period of each separate experience described by its beginning and ending dates; and

(2) The physical address of each experience.

(f) ~~(g)~~ A letter sent directly to the board by NATABOC verifying the applicant's current NATABOC certification and the date of expiration of the certificate; and

(h) ***Either:***

(1) A criminal history records check form and fingerprint card, seeking both a New Hampshire and a federal records check, in accordance with the procedure specified by the NH department of safety at Saf-C 5700, Operation of the Central Repository: Criminal Records, with the required fee;

a. If the federal criminal history records check shows the existence of a criminal record in another state, the applicant shall obtain a detailed criminal record check directly from that state and provide it to the board; or

(2) An original, not a photocopy, of a criminal offender record report:

~~(1)~~ ***a.*** Issued by each state where the applicant has resided or been licensed within the past 6 years, provided that such state(s) will.:

~~a.~~ ***1.*** Send the report to the board; or

~~b.~~ ***2.*** To the applicant for forwarding to the board;

~~(2)~~ ***b.*** Covering the applicant under his or her name and any aliases; and

~~(3)~~ ***c.*** Dated within the 6 months [~~preceding the application for licensure~~] ***of the submission of the application.***

Readopt with amendments Ath 303.01, effective 1-7-14 (Document #10503), as amended effective 8-29-15 (Document #10921), to read as follows:

Ath 303.01 Eligibility Requirements. Eligibility requirements for licensure shall be:

- (a) An academic degree which is at least a bachelor's degree;
- (b) Based on the board's determination pursuant to RSA 332-G:7 that no military experience is applicable to the practice of athletic training, military experience shall not be considered when determining whether an applicant meets the requirements for licensure.
- (c) A currently valid certificate issued by NATABOC or its successor organization; and
- (d) Good professional character and reliability as evidenced by:
 - (1) The answers to the *questions from the application form specified in Ahp 601.01* [~~questions in Ath 302.02 (f) and (i)~~];
 - (2) Any reports related to such answers submitted pursuant to Ath [~~302.04(b)~~] **302.02(b)** or pursuant to Ath [~~302.04(e)~~] **302.02(c)**; and
 - (3) The criminal offender record report(s) required by Ath [~~302.04(i)~~] **302.02(h)**.

Readopt with amendments Ath 304.01, effective 11-16-12 (Document #10227), to read as follows:

Ath 304.01 Exempt Practice.

- (a) No license shall be required for a non-resident to practice temporarily as an athletic trainer for an out-of-state sports team when:
 - (1) The practitioner is currently licensed, certified or registered to practice in any state or Canada or is currently certified by NATABOC;
 - (2) The practitioner is under contract to, or employed by, the out-of-state sports team or its sponsor; and
 - (3) The practice does not exceed 6 consecutive or non-consecutive weeks in any calendar year.
- (b) No license shall be required for a non-resident to practice temporarily as an athletic trainer for a [~~program~~] *tournament, independent camp or clinic not part of an established institution, facility, or school, or summer camp* located in this state when:

(1) The practitioner is currently licensed, certified or registered to practice in any state or Canada or is currently certified by NATABOC; and

(2) The practice does not exceed [~~6~~] **42** consecutive or non-consecutive *days* [~~weeks~~] in any calendar year.

(c) An athletic trainer intending to practice pursuant to (b) above for more than 10 days in a calendar year shall, before beginning practice, submit the following information in a letter to the board:

(1) The practitioner's name;

(2) The practitioner's business address and business telephone number, or home address and home telephone number if the practitioner has no business address and business telephone number;

(3) The name and business address of the program for which the practitioner intends to practice; and

(4) The beginning and ending dates of the period(s) during which the practitioner intends to practice.

(d) An athletic trainer required to send the letter described in (c) above shall enclose in the letter a photocopy of his or her:

(1) Current out-of-state or Canadian license, certification or registration; or

(2) Current NATABOC certificate.

APPENDIX

Rule	Statute
Ath 301.01	RSA 541-A:7
Ath 302.01	RSA 328-F:4, I; RSA 328-F:11, I(f) and (g); RSA 328-F:11, II(g); RSA 328-F:18, I
Ath 302.02 (repealed)	RSA 326-G:4, I; RSA328-F:11, I(a) and (f); RSA 541-A:16, I(b)
Ath 302.03 (repealed)	RSA 328-F:4, I; RSA328-F:11, I(f) and (g)
Ath 302.02 (formerly Ath 302.04)	RSA 326-G:4, RSA 328-F:11, I(f) and (g); RSA328-F:25, I, RSA 541-A:16, I(b)
Ath 303.01	RSA 328-F:11, I(a); RSA326-G:4, I
Ath 304.01	RSA 326-G:2, III; RSA326-G:3