


**STANDING ORDER OF THE DIETITIAN BOARD**  
**Date Approved By Board - MARCH 12, 2021**

The Board of Licensed Dietitians hereby votes to issue a standing Order that gives its Administrator, the authority to approve applications for initial licensure, renewal of licensure, and reinstatement of licensure outside a Board meeting and without the Board's express approval, subject to the below requirements.

The administrator may approve an initial licensure, renewal of licensure, or a reinstatement of licensure application when the applicant meets all the requirements in the Board's practice act, RSA chapter 326-H, and the Board's administrative rules, Diet chapters 100-500. However, if any of the following appears in an application, the administrator may not approve the license and shall provide the full application to the board at the next board meeting for consideration by the Board:

- The applicant has a conviction for any misdemeanor or felony;
- The applicant has had disciplinary action taken in any other state or jurisdiction;
- There is any deviation in documents or information from what is mandated in the board's practice act or administrative rules;
- The Board will ratify all initial applications;
- The Board's administrator determines that there is some other subjective decision to be made on any part of the application or supporting documents.

This authority is not transferrable to another person or entity. If the Board's Administrator is changed for any reason, this Standing Order is null and void and the authority to approve licenses returns to the Board.

  
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Dena Shields, Chair  
Board of Licensed Dietitians