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Director

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January 29, 2016

RE: Respiratory Care License Renewal Due Now

Dear Licensed Respiratory Care Practitioner:

It is once again time to renew your respiratory care license. We wanted to take a moment to provide you with information about a new option available to you during the renewal period this year. During the 2015 legislative session, two new license types were added to Iowa law. These two new license types are Respiratory Care and Polysomnography Practitioner and Polysomnographic Technologist. There is a specific provision in the new licensing law allowing individuals with active respiratory care licenses to apply for the new respiratory care and polysomnography practitioner license during the 2016 renewal period.

On February 1, 2016, the respiratory care renewal period will open. The renewal deadline is Thursday, March 31, 2016. **During this renewal period, respiratory therapists who are already licensed in Iowa will have the option of either renewing the respiratory care license or applying for a new dual respiratory care and polysomnography practitioner license. You must do one or the other during the renewal period to avoid lapse of licensure.** If you are considering applying for the new dual license, you should carefully review the requirements listed below. Active Respiratory Therapists applying for the new dual Respiratory Care and Polysomnography Practitioner license must do all of the following:

1. Apply for the new dual license either online at: <https://ibpllicense.iowa.gov/PublicPortal/Iowa/IBPL/common/index.jsp> or by requesting, completing and returning a paper application. The application packet request form is available here: <http://idph.iowa.gov/Licensure/Iowa-Board-of-Respiratory-Care/Licensure/Application-Request-Form>.
2. Pay the new dual license application fee of \$115. (\$60 for the respiratory care license renewal and \$55 for the background check required before the polysomnography credential can be issued)
3. Provide proof of polysomnography training or experience which can be verification of one of the following:
  - a. Complete a polysomnography program **or**;
  - b. Complete a respiratory care sleep add on program **or**;
  - c. Complete an electroneurodiagnostic program with a polysomnographic track **or**;
  - d. Pass the registered polysomnographic technologist exam administered by the BRPT **or**;
  - e. Pass the sleep disorders specialist exam administered by the NBRC **or**;
  - f. Submit verification of on the job training and competence to perform polysomnography from medical director at the employing agency.

**Note:** Transcripts must be sent directly to the board from the college or university. Educational programs must be accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) or the Commission on Accreditation for Respiratory Care (COARC).

**Applications for the new dual license must be received by March 15, 2016, to ensure the Board office has sufficient time to review and process the applications before the respiratory care license renewal period is over.** If you apply for the new dual license, you do not need to separately renew your respiratory care license.

If you do not apply for the new dual license, you must still renew your existing respiratory care license. To renew your existing respiratory care license, do one of the following:

1. Online Renewal:
  - a. Go to <https://ibplicense.iowa.gov> and create an @iowaid account if you haven't already
  - b. Go to <https://ibplicense.iowa.gov> and choose "Sign in" on the left side of the screen
  - c. Complete **My Profile** information – Click "Submit"
  - d. Select **Confirm and go to My Licenses**
  - e. Select **RENEW** in the Action column
  
2. Paper Renewal:
  - a. Go to <http://idph.iowa.gov/licensure>
  - b. Choose your board from the menu on the left side of the screen. Then select "Licensure" and then "Renewal" from the menu on the left side of the screen.

If you have questions about this information, please contact the Board office at [PLPublic@idph.iowa.gov](mailto:PLPublic@idph.iowa.gov) or by calling at 515-281-0254.

Sincerely,

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