



REQUEST FOR INACTIVE / RETIRED LICENSE

STATE OF ARIZONA | BOARD OF CHIROPRACTIC EXAMINERS
1740 West Adams Street, Suite 2430 | Phoenix, Arizona 85007
Telephone: (602) 864-5088 | E-mail: generalinfo@chiroboard.az.gov | www.chiroboard.az.gov

Type or print in blue or black ink. You must provide a response to each question. You may answer "None" or "N/A" if it is the correct response.

FOR BOARD OFFICE USE ONLY	
APPLICATION NUMBER	
LICENSE NUMBER	
STATUS CHANGE DATE (month, day, year)	
CHANGING STATUS FROM:	

BOARD OFFICE USE ONLY

-----DO NOT WRITE ABOVE THIS LINE-----

APPLICANT INFORMATION		
1. Last Name of applicant	2. First Name of applicant	3. License #
6. Mailing Address (number and street or rural route) All correspondence will be mailed to this address, unless the Board is notified of a change in writing.		
City	State	ZIP code
Telephone number (home) ()	7. E-mail address: (This address will not be a public record)	

8. CHANGE IN STATUS	
I am requesting my licensure status changed to the below status:	
<input type="checkbox"/> Inactive	<input type="checkbox"/> Retired

9. AFFIRMATION

I, _____, I, the undersigned, do attest that I am not currently engaged in the practice of chiropractic in the State of Arizona. I fully understand I will be subject to the penalties imposed pursuant to A.R.S. §32-923 & A.R.S. §32-924, if I practice chiropractic in Arizona while my license is inactive or retired. I acknowledge that if my license is inactive, I must still renew my license annually, pay the annual renewal fee and keep my address and telephone current with the Board in accordance with A.R.S. §32-923. I acknowledge that if my license is retired, I must still renew my license annually and keep my address and telephone current with the Board in accordance with A.R.S. §32-923.
A.R.S. §32-900 et seq., Arizona Chiropractic Act.

Signature of Applicant

State of _____

County of _____

Subscribed and sworn before me this _____ day of _____, 20_____.

Notary Public

My Commission Expires:

Inactive License Laws

§32-933. Inactive license; restrictions; reinstatement to active license

- A. On written request, the board shall place a licensee in good standing on inactive status. The request shall state that the licensee is not currently engaged in the practice of chiropractic in this state.

- B. If an inactive licensee applies to the board for reinstatement to active licensure within two years after the date the board issues a notice of inactive status, the inactive licensee shall submit the full annual license renewal fee and prove to the board's satisfaction that the licensee has met the continuing education requirements of section 32-931 and board rules relating to continuing education.

- C. In addition to meeting the requirements of subsection b of this section, a licensee who has been on inactive status and who has not been actively engaged in the practice of chiropractic for more than two years must pass the national board of chiropractic examiners spec examination before reinstatement to active licensure.

- D. A licensee who is on inactive status shall meet all of the requirements of section 32-923.

- E. The practice of chiropractic in this state during any time that a license is on inactive status is grounds for sanction of the licensee.

Retirement Laws & Substantive Policy

§32-923. Change of address; annual renewal fee; failure to renew; waivers

- A. Every person licensed pursuant to this chapter shall notify the board in writing of any change in residence or office address and telephone number within thirty days after that change. The board shall impose a penalty of fifty dollars on a licensee who does not notify the board as required by this subsection.
- B. Every person licensed to practice chiropractic in this state shall annually make a renewal application to the board before January 1 after original issuance of a license and shall pay a renewal license fee prescribed by the board of not more than one hundred seventy dollars. The renewal application shall be made on a form and in a manner prescribed by the board. At least thirty days before the renewal application and renewal fee are due, the board shall send by first class mail a renewal application and notice requiring license renewal and payment of the renewal fee.
- C. The board shall automatically suspend a license if the licensee does not submit a complete application for renewal and pay the renewal license fee as required by this section.
- D. The board may reinstate a license if the person completes an application for reinstatement as prescribed by the board, complies with the continuing education requirements for each year that the license was suspended, pays the annual renewal license fee for each year that the license was suspended and pays an additional fee of one hundred dollars. An applicant who does not request reinstatement within two years of the date of suspension shall apply for a license as a new candidate pursuant to section 32-921 or 32-922.01.
- E. The board may waive the annual renewal license fee if a licensee presents evidence satisfactory to the board that the licensee has permanently retired from the practice of chiropractic and has paid all fees required by this chapter before the waiver.
- F. During the period of waiver the retired licensee shall not engage in the practice of chiropractic. A violation of this subsection subjects the retired licensee to the same penalties as are imposed in this chapter on a person who practices chiropractic without a license.
- G. The board may reinstate a retired licensee to active practice on payment of the annual renewal license fee and presentation of evidence satisfactory to the board that the retired licensee is professionally able to engage in the practice of chiropractic and still possesses the professional knowledge required. After a hearing, the board may refuse to reinstate a retired licensee to active practice under this subsection on any of the grounds prescribed in section 32-924.

SUBSTANTIVE POLICY STATEMENT

REQUIREMENT TO REINSTATE A LICENSE PLACED ON PERMANANT RETIREMENT STATUS

In order to have a retired license reinstated to active practice, the licensee is required to take and pass the SPEC examination administered by the National Board of Chiropractic Examiners with a score of 75% or better and produce evidence of having completed 12 hours of continuing education if the license has been on retirement status for one year or less, or 24 hours of continuing education if the license has been on retirement status in excess of one year. This is a minimum requirement. All other requirements of A.R.S. §32-923 apply.