

Summary Information Regarding Licensure of Occupational Therapists and Occupational Therapy Assistants in Idaho

The following responds to commonly asked questions. It does not detail all requirements, regulations and policies regarding Occupational Therapist and Occupational Therapy Assistant Licensure.

GENERAL REQUIREMENTS

- Certificate of completion/graduation from approved Occupational Therapy curriculum, or an approved Occupational Therapy Assistant's curriculum.
- Passing score on the qualifying examination
- A completed application is required on forms provided by the Board. Substitute documentation will not be accepted.
- NBCOT certification – must be received directly from NBCOT.

EXAMINATION

- An Applicant who fails twice will not be eligible to reapply; however reexamination may be considered on an individual basis if proof of additional training is submitted.
- A copy of the notification to sit for the exam will be required for applicants who are requesting a limited permit.

LICENSE BY ENDORSEMENT

- Persons desiring to apply for licensure without examination (by endorsement) must hold valid, current license received from some other state, territory or district of the United States with standards considered to be considered equivalent to those of Idaho, or must be certified by the National Board for Certification in Occupational Therapy (NBCOT). Formerly known as the American Occupational Therapy Certification Board (AOTCB).
- Completed application, with all fees paid.
- A personal interview with a Board Member or with the full Board may be required.

LIMITED PERMIT REQUIREMENTS

- A completed application.
- Practice must be in association with and under the supervision of an Idaho Licensed Occupational Therapist. Verification is required in form #5.

- Valid only until person is granted license or results of examination are received, but for no more than six (6) months from date of issue.
- May be renewed once, by approval of the Board.

FEES

Occupational Therapists:

- Initial Licensure.....\$110.00
- Limited Permit.....25.00
- Annual Renewal 65.00
- Inactive Renewal45.00
- Reinstatement 35.00+
(\$65.00 annual renewal fee for each year not licensed.)
 - **Fees are nonrefundable.**

Occupational Therapy Assistants:

- Initial Licensure.....\$80.00
- Limited Permit.....25.00
- Annual Renewal45.00
- Inactive Renewal 30.00
- Reinstatement 35.00+
(\$45.00 annual renewal fee for each year not licensed.)
 - **Fees are nonrefundable.**

APPLICATION FORMS

- **Form 1 – Certificate of Professional Education:** This form is to be detached and forwarded to the appropriate educational institution for completion and returned directly to this office.
- **Forms 2 & 3 – Certificates of Recommendation:** Each of these forms must be completed and returned directly to this office. For additional form, please photocopy.
- **Form 4 – Verification of Licensure:** A completed form is needed for each state where licensure is or has been held. For additional forms, please photocopy.
- **Form 5 – Limited Permit/Supervisor Affidavit:** To be completed, signed and returned by the licensed occupational therapist responsible for supervision of the applicant.
- NBCOT certification is required, directly from NBCOT.

Name changes require documentation.

No practice is permitted prior to issuance of a registration/license number.

Applicants are advised not to enter irrevocable contracts, purchase or sales agreements, on the assumption that licensure will be granted.