



# Texas Board of Occupational Therapy Examiners

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Austin, Texas 78701-3942

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<http://www.ptot.texas.gov>

## OT/OTA RETIRED STATUS APPLICATION & RENEWAL FORM

License #: \_\_\_\_\_ Daytime Phone #: \_\_\_\_\_

Name: \_\_\_\_\_

RESIDENTIAL ADDRESS: Enter your residential address below and attach your mailing and work address\* if different; indicate which is the Address of Record (AOR). If you do not provide a mailing or work address, your residential address will be designated as the AOR. \*See the OT Rules for information regarding the practice limitations for retired licensees.

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Please note:

- \*The Retired Status is available for an occupational therapy practitioner whose only practice is the provision of voluntary charity care without monetary compensation.
- Verify that your retired status application or renewal has been processed on the Board's license verification webpage, <http://www.ptot.texas.gov/page/look-up-a-license>.
- Licensees on retired status are subject to the audit of continuing education as described in §367.3 of the OT Rules.
- A retired occupational therapy practitioner is subject to disciplinary action under the OT Practice Act.
- *Please note the following requirements for return to active status. A licensee who has been on retired status less than one year must submit the regular license renewal fee and the late fee as described in §370.1 of this title (relating to License Renewal). A licensee who has been on retired status for one year or more must follow the procedures for §370.3, Restoration of Texas License.*
- See the OT Act and Rules for further information and regulations (<http://www.ptot.texas.gov/page/ot-acts-and-rules>).

### Please check the box that applies:

**Initiating the Retired Status:**

To be eligible for retired status, a licensee must hold a current license on active or inactive status or an active or inactive license that has been expired less than one year.

Requirements for initial retired status are:

- (1) a completed retired status application form;
- (2) a passing score on the online jurisprudence exam;
- (3) the completed continuing education for the current renewal period (please complete the attached form); and
- (4) the retired status application fee and any late fees that may be due.

**Renewing the Retired Status:**

A licensee on retired status must renew every two years before the expiration date. The retired occupational therapy practitioner shall submit:

- (1) a completed retired status renewal form;
- (2) a passing score on the online jurisprudence exam;
- (3) the retired status renewal fee and any late fees that may be due; and
- (4) completion of 6 hours of continuing education each license renewal period, as described in Chapter 367 (please complete the attached form).

A licensee on retired status may use the designation OTR, Ret or OT, Ret; or COTA, Ret or OTA, Ret as appropriate.

### Read §371.2, Retired Status, before you sign and submit this form.

By signing this form, I attest that I have met all the requirements as stated in the current OT rules and attest the following:

1. Since license issuance or last renewal, I have not been convicted of a felony, including a finding or verdict of guilt, an admission of guilt, or a plea of nolo contendere, in this state or any other.
2. Since license issuance or last renewal, I have not had my license or registration to practice occupational therapy suspended or revoked in any other state or nation.

I understand that providing false or incorrect information is a violation of the OT Practice Act, and may subject me to the penalties set forth in the Act.

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(DATE)

For Office Use Only: Fees Received: \_\_\_\_\_ Receipt Date: \_\_\_\_\_ Receipt No.: \_\_\_\_\_



