

GEORGIA BOARD OF EXAMINERS OF LICENSED DIETITIANS POLICIES

Application Policies:

Staff may issue licenses where answers to the conviction/background question is "no" and the applicant has met all licensure requirements and the Board shall ratify the listing of licenses issued between meetings at their scheduled Board meetings quarterly.

Staff may issue provisional licenses where answers to the conviction/background question is "No" and the applicant has met all licensure requirements and has not failed the examination, and the Board shall ratify the listing of provisional licenses issued between meetings at their scheduled Board meetings quarterly.

Staff may issue reinstatement licenses where answers to the conviction/background question is "No" and the applicant has met all licensure requirements and the Board shall ratify the listing of licenses issued between meetings at their scheduled Board meetings quarterly.

Adopted 6/03; Amended 08/08/2008
Amended: 03/28/2014

Applications requiring Board review will not be presented to the board until they are complete with all requested documentation attached. Incomplete applications cannot be brought before the board for review.

Adopted 10/08/2008
Amended: 03/28/2014

Enforcement Cases:

The Board's designated Cognizant Member is responsible for the review of all complaint cases shall request the administrative staff to forward cases to the Investigations Section to obtain necessary evidence between meetings, however, any/all cases forwarded to the Investigations Section shall be presented to the Board at its next meeting.

Adopted 8/03
Amended: 03/28/2014

Unlicensed Practice:

Practicing without a valid license may be grounds to deny a license or to sanction an applicant upon licensure as follows:

1. Less than thirty (30) days: Private Letter of Concern
2. Board Order and a monetary fine. The Board will determine if public reprimand is to be included or not within the public Board Order:
3. Policy on fine amounts to be considered:

The Board will consider the following guidelines in determining a fine:

- 31 days - Up to 3 months - \$100.00
- Over 3 months - Up to 1 year - \$500.00
- One (1) year up to two (2) years - \$1,000.00
- Greater than two years - to be determined by the Board.

4. Mitigating circumstances can be taken into account in varying the fines, subject to the Board's discretion

Adopted 2/10/06; Amended 08/08/08;
Amended: 03/28/2014

Express Consent to Sign Board Orders between Board Meetings:

An Applicant for licensure by endorsement or reinstatement who has been determined to have practiced without a license will be presented to the Board for consideration of disciplinary action at the next scheduled Board meeting following the receipt of the application. If the Board decides to offer a Consent Order with fine, the applicant will be mailed the order. Upon the receipt of the signed and notarized Consent Order from the applicant, the Executive Director may sign the order, by express permission of the Board Chair. The order will then be forwarded to the Division Director and the PLB Legal section for docketing and the license may be administratively issued prior to the next Board meeting. The Board shall ratify a listing of all signed Consent Orders at the next scheduled Board meeting.

Adopted 02/10/2006; Amended 08/08/2008
Amended: 03/28/2014

Board Policy: Voluntary Cease & Desist Orders Effective Upon Docketing:

It is the policy of the Board to accept all voluntary Cease and Desist orders upon receipt in the Board office, and, in addition, to authorize the Board Chairperson or his/her designee to execute the Order(s) and to authorize the Order(s) to be docketed and served. It is the intent of the Board that the orders will be in effect upon docketing. The Board will ratify the docketed Cease and Desist orders at its next meeting after the date of docketing and include a list of the approved orders in the Board's meeting minutes.

Adopted 4/25/08; Amended 08/08/08

Criminal Background:

One or more driving under the influence (DUI) arrests, over seven (7) years old, need not be brought before the Board. The Licensing Analyst can go ahead and license the applicant. Multiple DUI arrests younger than seven (7) years need to be reviewed by the Board for their licensure recommendations.

Adopted 04/24/2009