

## Chapter Pod 4

## BIENNIAL REGISTRATION

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**Pod 4.01 Registration required; method of registration.** Each licensee shall register biennially with the board. Prior to November 1 of each even-numbered year the department shall mail to each licensee at his or her last known address an application form for registration. Each licensee shall complete the application form and return it with the required fee prior to November 1 of that year. The board shall notify the licensee within 30 business days of receipt of a completed registration form whether the application for registration is approved or denied.

**History:** Cr. Register, January, 2000, No. 529, eff. 2–1–00; CR 14–065: am. Register March 2016 No. 723, eff. 4–1–16.

**Pod 4.02 Registration prohibited, annulled; reregistration.** Any podiatrist required to comply with the provisions of s. 448.665, Stats., and of ch. Pod 3, and who has not so complied, shall not be permitted to register. Any person whose license has been suspended or revoked shall not be permitted to register, and the registration of any person shall be automatically annulled upon the effective date of the board's order suspending or revoking the license. A person whose license has been suspended or revoked and subsequently restored shall be reregistered by the board upon receipt by the board of a completed registration form.

**History:** Cr. Register, January, 2000, No. 529, eff. 2–1–00.

**Pod 4.03 Failure to be registered. (1)** A licensee who fails for whatever reason to be registered as required under this chapter shall not exercise the rights or privileges conferred by any license granted by the board.

**(2)** Failure to renew a license by November 1 of an even-numbered year shall cause the license to lapse. A licensee who allows the license to lapse may apply to the board for reinstatement of the license as follows:

(a) If the licensee applies for renewal of the license less than 5 years after its expiration, the license shall be renewed upon payment of the renewal fee and fulfillment of the continuing education requirements.

(b) If the licensee applies for renewal of the license more than 5 years after its expiration, the board shall make an inquiry to determine whether the applicant is competent to practice under the license in this state, and shall impose any reasonable conditions on the renewal of the license, including oral examination, as the board deems appropriate. All applicants under this paragraph shall be required to pass the open book examination on statutes and rules, which is the same examination given to initial applicants. This section does not apply to licensees who have unmet disciplinary requirements or whose licenses have been surrendered or revoked.

**History:** Cr. Register, January, 2000, No. 529, eff. 2–1–00; CR 14–065: am. (2) (intro.) Register March 2016 No. 723, eff. 4–1–16; CR 15–076: am. (2) (b) Register July 2016 No. 727, eff. 8–1–16.

**Pod 4.04 License reinstatement.** A licensee who has unmet disciplinary requirements and failed to renew a license within 5 years of the renewal date or whose license has been surrendered or revoked may apply to have a license reinstated if the applicant provides all of the following:

**(1)** Evidence of completion of requirements in s. Pod 4.03 (2) (b) if the licensee has not held an active Wisconsin license within the last 5 years.

**(2)** Evidence of completion of disciplinary requirements, if applicable.

**(3)** Evidence of rehabilitation or a change in circumstances, warranting reinstatement of the license.

**History:** CR 15–076: cr. Register July 2016 No. 727, eff. 8–1–16; correction in (1) made under s. 35.17, Stats., Register July 2016 No. 727.