

## 30 DAY GRACE PERIOD FOR RENEWALS

If a licensee has made timely renewal and sufficient application for renewal, an existing license will not expire based on authority found in the Oklahoma Administrative Procedures Act, Title 75 of the Oklahoma Statutes (O.S.), Chapter 8, [Section 314](#)(B), which provides in part:

*Except as otherwise prohibited by law, if a licensee has made timely renewal and sufficient application for renewal of a license or a new license with reference to any transfer of an activity of a continuing nature, the existing license does not expire until the application has been finally determined by the agency.*

Note that under the definitions found at [75 O.S. 250.3](#), "License" includes the whole or part of any agency permit, certificate, approval, registration, charter, or similar form of permission required by law.

The existing license remains in effect until the Department issues a renewal or takes other action pursuant to applicable statutes, rules, and the Administrative Procedures Act. *Applications are processed and reviewed by staff in the order by which they are received.*

Separately, a requirement is found in the miscellaneous provisions of the Public Health Code, Title 63, under which the authority for certification of nurse aides and certified medication aides are found, that allows thirty days to renew a license without penalty.

### **Section 1-1702 - Renewal of License or Permit**

*The holder of any renewable license or permit issued under the provisions of this Code shall be entitled to thirty (30) days after the expiration date thereof in which to renew the same, without penalty; and if he fails to pay the renewal fee within such thirty-day period, he shall, unless otherwise provided in this Code, be required to pay the renewal fee plus a penalty fee in an amount as promulgated by the State Board of Health by rule. Such penalty fee shall not exceed the amount of the renewal fee. In the case of any renewal fee which shall exceed Ten Thousand Dollars (\$10,000.00), the penalty fee shall be one and one-half percent (1.5%) per month of the outstanding balance of the renewal fee. The Board may promulgate rules which prohibit the renewal of a license or permit which has expired by more than ninety (90) days.*

<http://www.oscn.net/applications/oscn/DeliverDocument.asp?CiteID=98538>

In short, there is no time limit for operating under the authority of an individual's license once an individual has timely filed for renewal. If the renewal is filed within the thirty (30) day grace period it is considered timely filed.