



**ACUPUNCTURE BOARD**

1747 North Market Boulevard, Suite 180, Sacramento, CA 95834  
 (916) 515-5200 FAX (916) 928-2204 [www.acupuncture.ca.gov](http://www.acupuncture.ca.gov)

# ACTIVE / INACTIVE LICENSE APPLICATION

Per CA Business and Professions Code Section 701, you must have a current and active license before you can place your license on an inactive status.

**Active / inactive license request procedures:**

1. Type in or fill out all required sections below in blue or black ink. Make sure to sign and date at bottom.
2. Make sure you meet all the requirements listed below to change your license status. If requirements are not met, application will be returned.
3. If going back to active status, list all courses completed on page 2 of this application. Do not send certificates; instead keep for your records.
4. Check your updated status on Acupuncture Board website. Applications take 1-3 weeks to process once received by the Board.

1. NAME (Last) (First) (Middle)		
2. ADDRESS OF RECORD (Your address of record is public information and is given to the public upon request.)		
3. CITY	STATE	ZIP
4. EMAIL ADDRESS		5. PHONE NUMBER
6. LICENSE NUMBER:	7. LICENSE ISSUE DATE:	8. LICENSE EXPIRATION DATE:
<input type="checkbox"/> I wish to place my license on <b>Inactive Status</b> . Date last practiced acupuncture in CA: _____  I understand that while my license is on inactive status, I may not practice acupuncture in the State of California. I also understand that while my license is on inactive status, I must still pay the required renewal fee but am exempt from completing continuing education as a condition of renewal. Pursuant to California Business and Professions (BCP) Code Section 701, you must have a current and active license (clear of any license holds) before you can place your license on an inactive status.		
<input type="checkbox"/> I wish to place my license on <b>Active Status</b> . I have met the following requirements (check one): <input type="checkbox"/> <u>If my license has been inactive for more than one (1) year, fifty (50) Continuing Education Units (CEUs) are required.</u> Pursuant to CCR section 1399.489.1, I have completed at least fifty (50) hours of board-approved continuing education within the past two years of being inactive. At least forty-five (45) hours of continuing education must be in coursework approved as Category 1. <input type="checkbox"/> <u>If my license has been inactive for less than one (1) year, twenty-five (25) CEUs are required.</u> Pursuant to CCR section 1399.489.1, I have completed a minimum of twenty-five (25) hours of board approved continuing education within the past year of being inactive. At least twenty-two (22) hours of continuing education must be in coursework approved as Category 1. <input type="checkbox"/> <u>If my license has been inactive during my initial license period only,</u> I have contacted the Board directly and determined the required number of CEUs.		
PLEASE READ CAREFULLY BEFORE SIGNING. False statements included in this application can result in discipline against your license.  <i>I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.</i>		
_____ Signature		_____ Date

Please list below all CEU courses taken within the specified timeframe. Do not send CEU certificates but retain for your records a minimum of four (4) years. All courses must be on the Acupuncture Board approved course list, available online: [http://www.acupuncture.ca.gov/licensees/approved\\_courses.shtml](http://www.acupuncture.ca.gov/licensees/approved_courses.shtml). List on separate sheet of paper if needed.

Date	Provider Name	CEU provider #	Course Name	CEU hours
<b>Total CEU hours:</b>				

**LAWS AND REGULATIONS PERTAINING TO ACTIVE / INACTIVE LICENSURE**

**California Business and Professions Code – Division 2, Article 9**

§ 701 Each healing arts board referred to in this division shall issue, upon application and payment of the normal renewal fee, an inactive license or certificate to a current holder of an active license or certificate whose license or certificate is not suspended, revoked, or otherwise punitively restricted by that board. As used in this article, "board" refers to any healing arts board, division, or examining committee which licenses or certifies health professionals. (Added by Stats. 1977, Ch. 410.)

**California Code of Regulations – Title 16, Chapter 13.7**

§1399.489 (a) With the exception of those holding an inactive license, when renewing an initial license that has been issued for less than two years, licensees shall complete the following hours of board-approved continuing education:

Period of Initial Licensure	Requiring Continuing Education Hours
13-16 Months	35
17-20 Months	40
21-23 Months	45

Thereafter, all licensees shall complete 50 hours every two years as a condition of renewal. No more than five (5) hours of continuing education in each two-year period may be obtained in Category 2.

§1399.489.1 (a) Any licensee who is not actively engaged in the practice of acupuncture desiring an inactive license under the provisions of Article 9 (commencing with Section 700) Chapter 1 of Division 2 of the code or to restore an inactive license to active status shall submit a completed "Active/Inactive License Application", that is hereby incorporated by reference, to the board. The applicant need not submit his or her certificate or a copy thereof to the board with the application.

(b) To restore an inactive license to active status, the licensee shall have completed a minimum of 50 hours of approved continuing education within the last two (2) years in compliance with this article. At least 45 hours of continuing education must be in coursework approved as Category 1. In the event a license has been inactive less than one (1) year, a minimum of 25 hours of continuing education is required, with at least 22 hours of coursework approved as Category 1.

(c) The inactive status of any license shall not deprive the board of its authority to institute or continue a disciplinary proceeding against a licensee upon any ground provided by law or to enter an order suspending or revoking a license or otherwise taking disciplinary action against the licensee on any such ground.

Other Laws and Regulations apply. Laws and Regulations website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>