



# ALABAMA BOARD OF EXAMINERS IN PSYCHOLOGY

www.psychology.alabama.gov

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## CONTINUATION OF INACTIVE STATUS

*Revised August 2022*

A licensee may request that the Board continue their Inactive status each Fiscal Year. A licensee who holds an Inactive license must communicate that they intend to continue the Inactive status **before the annual date of renewal – October 15**. Please submit the completed Continuation form and the applicable Inactive fee to the Board Office no later than October 15. Postmarks will not be accepted. Failure to respond to this correspondence shall result in a lapsed license.

The questions contained in this form are continuing in nature; should your answers to any of these questions change during the licensure year, you are instructed to advise the Board accordingly. Please contact the Board Office with questions.

**CONTACT INFORMATION:** Complete information is required.

<b>Name:</b>		<b>License Number:</b>
<b>Last 4 of SS#: XXX – XX –</b>	<b>Email Address:</b>	
<b>Do you practice under another name? If so, list:</b>		
<b>Mailing Address</b>		<b>Work/Practice Address</b>
<i>STREET:</i>		<i>STREET:</i>
<i>SUITE / UNIT / APT:</i>		<i>SUITE / UNIT / APT:</i>
<i>CITY, STATE, ZIP CODE:</i>		<i>CITY, STATE, ZIP CODE:</i>
<i>PHONE:</i>		<i>PHONE:</i>

**INACTIVE FEE:** ✓ the appropriate fee.

<input type="checkbox"/>	Psychologist Fee - \$50.00
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<input type="checkbox"/>	Psychological Technician Fee - \$35.00
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**SELECT ONE:** ✓ the appropriate action.

<input type="checkbox"/>	I wish to <b>continue Inactive Status for the next Fiscal Year</b> .
<input type="checkbox"/>	I do not wish to continue the Inactive status of my license, nor do I wish to renew my license. Change my status to <b>Non-Renewal of Licensure</b> .
<input type="checkbox"/>	I wish to <b>reinstate my license to Active Status</b> by submitting the Reinstatement of Active Status Request and other required documentation (attached).

**REQUIRED INFORMATION:** The following questions must be answered. If you answer “Yes” to an item, attach an explanation.

Do not report closed investigations where no probable cause was established.

✓ Below: **YES NO**

Are you currently under investigation or is disciplinary action pending against you by the psychology board or other licensing authority in any state, territory, or province, or regulation board, or professional organization, or association?	<input type="checkbox"/>	<input type="checkbox"/>
In the past five (5) years, have you had, or do you now have, a physical, medical, or mental health problem(s) that may impair, or may have impaired, your ability to provide safe care to clients?	<input type="checkbox"/>	<input type="checkbox"/>

Continued on next page; all questions must be answered.

YES NO

In the past twelve (12) months, have you entered into a consent agreement or similar agreement or reached an agreement to sign a consent order with any state territory, or province, or regulation board, or professional organization or association, or surrendered your license, certification, or membership as a result of ethical and/ or legal charges?		
Have you been arrested for, been charged with, been convicted of, entered a plea of guilty to, entered a plea of nolo contendere or no contest for, receive deferred prosecution or adjudication for, had judgement withheld for, received pre-trial diversion for, or pleaded not guilty by reason of insanity or mental defect to any crime other than a minor traffic violation in any state, territory, province, or country*?		
Have you attended, been recommended to attend, or been ordered to participate in an intervention, treatment, or rehabilitation program by any health care facility, professional association, regulatory or law enforcement agency, or any other type of governmental agency or board due to real or suspected impairment or incapacity?		
In the past five (5) years, have you abused alcohol, drugs**, and/ or chemical substances or received treatment or been recommended for treatment for dependency to alcohol, drugs**, and/ or any other chemical substances?		
Have you ever been placed on a state, provincial, and/ or federal abuse registry?		
Have you been administratively discharged by any branch of the armed services with any characterization of service other than "Honorable", and/ or court martialed?		

**CERTIFICATION: Sign & Date below.**

***By submission of this Continuation of Inactive Status form, I acknowledge that Alabama Law prohibits the practice of psychology in Alabama without an active license issued by the Alabama Board of Examiners in Psychology.***

**SIGNED** \_\_\_\_\_ **DATE** \_\_\_\_\_

Inactive status revokes all privileges associated with licensure under the law until reactivation is requested by the licensee and granted by the Board. Any individual whose license is inactive shall not practice psychology or use the title "Licensed Psychologist" or "Licensed Psychological Technician" in the State of Alabama. Any person violating this rule shall be considered practicing without a license and shall be subject to disciplinary action by the Board. Inactive status does not negate the jurisdiction of the Board over actions of a licensee during any period of active licensure.

An executed *Continuation of Inactive Status* form & payment of the applicable Inactive Fee must be submitted each year henceforth prior to the date of renewal (October 15) or the license shall lapse. Annual notices will be mailed to the licensee's address of record on August 15 of each year with responses due by October 15. Completion of Continuing Education is not required for continuation of Inactive status, but it is required to reinstate an Inactive license.

A licensee may have his/her Inactive license reinstated to Active status by satisfying the following criteria: submission of the executed *Reinstatement of Active Status* form; payment of the current annual renewal and continuing education fee; and submission of proof of compliance with Continuing Education requirements for the previous year. If a licensee is alleged to have violated any prohibition on professional conduct as referenced in the law, the Board, upon a hearing and proof of the violation, may deny reinstatement of the license or prohibit the licensee from applying for reinstatement of licensure.

***Please be advised:***

\* A crime related to driving while impaired or under the influence of any substance is not a "minor traffic violation".

\*\* "Drugs" are classified as any chemical substance *whether legal or illegal, prescribed or un-authorized.*

**Fees** may be paid by check, Money Order, or Cashier's Check; the Board does not accept Credit or Debit Card payments. Please make check, Money Order, or Cashier's Check payable to: **Alabama Board of Examiners in Psychology.**

Please notify the Board Office of any changes to contact information during the year.

**STRUGGLING & NEED HELP?** Contact the Alabama Psychology Professionals Wellness Committee at: [wellness@psychology.alabama.gov](mailto:wellness@psychology.alabama.gov) or call Dr. Michael Garver at (251) 605-2883.

***Misrepresentation on any part of this form may be grounds for disciplinary action by the Board.***

<b>Office Use Only</b>	
Updated by: _____	Date: _____