



STATE COMMITTEE OF EXAMINERS IN THE FITTING AND DISPENSING OF HEARING INSTRUMENTS

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Website: www.dshs.state.tx.us/fitters

APPLICATION FORM - LICENSE HOLDER FROM ANOTHER STATE

Effective May 1, 2012, all new applicants will be required to submit fingerprints to the Texas Department of Public Safety (DPS). Go to <http://www.dshs.state.tx.us/fitters/> and select the DPS/FBI Fingerprinting tab.

All questions must be answered. Be sure to read the committee rules to determine what documents are required. Application processing begins after all required documentation is received and accepted by the committee.

Applicant's Full Legal Name: (First, Middle, Last)	
Name(s) on Transcript(s) if different:	
Date of Birth:	Social Security #:
Mailing Address:	
City/State/Zip:	
Home Phone Number:	
E-mail Address:	

Please note: The committee office is not responsible for lost, misdirected or undelivered forms and fees. The committee will mail all documents to the address you provide above. (Be sure to include the zip code.)

Be sure to notify your employer that you will be unable to practice while you wait for your license.

Texas Occupations Code, § 402.201. LICENSE OR PERMIT REQUIRED. A person may not represent that the person is authorized to fit and dispense hearing instruments, or use in connection with the person's name any designation tending to imply that the person is authorized to engage in the fitting and dispensing of hearing instruments, unless the person holds a license or is otherwise authorized to do so under this chapter.

Prior to completing this form, you must read the law (Texas Occupations Code, Chapter 402) and the committee rules, Chapter 141. Do not complete the applicant's affidavit if you have not read the committee law and rules.

FEES: \$420.00 - The fee must be mailed with the application. Do not send cash. Fees are nonrefundable. Make Checks Payable To DSHS/Fitting & Dispensing Of Hearing Instruments Program.

MAIL TO:

STATE COMMITTEE OF EXAMINERS IN THE FITTING AND DISPENSING OF HEARING INSTRUMENTS
TEXAS DEPARTMENT OF STATE HEALTH SERVICES
MAIL CODE: MC2003
PO BOX 149347
AUSTIN, TX 78714-9347

LICENSURE PROCESS:

1. Application and fee is received and reviewed.
2. Once all documentation is received and your application has been approved; you will receive an Examination Eligibility Form to schedule your practical examination. Exams are held three (3) times a year. (Dates are posted on the committee's website).

DOCUMENTATION THAT MUST ACCOMPANY YOUR APPLICATION:

Applications will not be processed until all required documents are received. To expedite your application, collect all documents and send them with your application. Having documents sent separately can significantly delay the processing of an application.

- Application and fee
- Official diploma or official transcript indicating graduation from high school (a photocopy which has been notarized as a true and exact copy can be submitted) or certificate of high school equivalency issued by the appropriate education agency or an official transcript(s) from an accredited college or university indicating a college degree was awarded.
- Written verification that the applicant is licensed in good standing as a fitter and dispenser of hearing instruments in another state and has held the license for at least three years preceding the date of application.
- Written verification that applicant has passed an examination approved by the committee or holds a certification from a professional organization approved by the committee.
- Written verification from the licensing entity in the state in which the applicant is licensed that details any disciplinary action taken by the entity against the applicant

CURRENT EMPLOYMENT INFORMATION:

Name of Employer/Practice:
Business Mailing Address:
City/State/Zip:
Business Phone Number:
Business Fax Number:

EDUCATION RECORDS (List all high school/GED/colleges/universities attended and attach additional pages if necessary) Please provide an official or notarized photocopy of education records.

Name & Location of School	Inclusive Dates		Degree Granted (field of study)	Date Degree Granted (mm/dd/yy)
	From (mm/yy)	To (mm/yy)		

1. (a) Have you ever taken a written examination to fit and dispense hearing instruments? Yes No

If yes, give name of test, date taken and score(s):

(b) Give State(s) from which you completed the written examination in:

2. (a) Have you ever taken a practical examination to fit and dispense hearing instruments? Yes No

If yes, give date taken and scores: _____

(b) Give State(s) from which you completed the practical examination in:

3. Have you ever been issued a temporary training permit? Yes No

If yes, give State(s) from which the permit was issued, permit number and date issued: _____

4. Have you ever been issued an apprentice permit? Yes No

If yes, give State(s) from which the permit was issued, permit number, date issued and how long the apprenticeship was: _____

5. Have you been denied a professional license and/or certificate, or have you ever had any license and/or certificate revoked, canceled, or suspended? Yes No

If answer is yes, briefly state the type of license or certificate, the name and address of the agency that issued the license or certificate and the reason:

6. Have disciplinary proceedings been initiated against you in Texas or any other jurisdiction?

Yes No

If answer is yes, please provide the following information:

Date of proceedings:

Where proceedings held:

7. Have you ever pled nolo contendere, received deferred adjudication or been convicted of crime other than a minor traffic offense? (Do not include juvenile offenses or any misdemeanor traffic violations. Driving while intoxicated (DWI) is not a minor traffic offense) Yes No

If yes, please provide a copy if the charges and disposition papers.

APPLICANT'S AFFIDAVIT
PLEASE READ CAREFULLY BEFORE YOU SIGN

In making this application to the State Committee of Examiners in the Fitting and Dispensing of Hearing Instruments for the issuance of a license:

- I certify that I have read and agree to abide by the Fitting and Dispensing of Hearing Instruments Act - Texas Occupations Code, Chapter 402, and the rules and regulations of the State Committee of Examiners in the Fitting and Dispensing of Hearing Instruments Texas Administrative Code, Chapter 141. Upon issuance of a permit or license,
- I agree to be bound by the Code of Ethics of the State Committee of Examiners in the Fitting and Dispensing of Hearing Instruments.
- I further understand that the fee submitted with this application is non-refundable.
- I further understand that materials submitted to the committee become the property of the committee and are not returnable.
- I hereby grant permission to the committee to seek any information or references it deems fit in securing my credentials pertinent to this application.
- I further agree that if issued a license, upon the revocation, suspension, or cancellation of that permit/license, I shall return the license card and certificate to the committee.
- I further agree that if issued a license, I will keep the Committee advised of my current mailing address and phone number.
- The information which I have provided in this application is truthful.
- I understand that providing false information of any kind may result in the voiding of this application and my failing to be granted a license.

(Date)

Signature of Applicant

Guidelines for Review Application by License Holder from Another State Texas Occupations Code, Chapter 402, Sec. 402.209

- (a) A person licensed to fit and dispense hearing instruments in another state may apply for a license under this chapter by submitting an application on a form prescribed by the committee.
- (b) An applicant for a license under this section must complete the application form completely and accurately. The department may not consider an incomplete application. If an applicant fails to provide any information required on the application form, the department shall send the applicant a notice of deficiency that explains the additional information that must be submitted before the department may review the application.
- (c) An applicant for a license under this section shall provide as part of the application:
 - (1) written verification that the applicant is licensed in good standing as a fitter and dispenser of hearing instruments in another state and has held the license for at least three years preceding the date of application;
 - (2) written verification that:
 - (A) the requirements to obtain a license to fit and dispense hearing instruments in the state in which the applicant is licensed include passing an examination approved by the committee by rule; or
 - (B) the applicant holds a certification from a professional organization approved by the committee by rule;
 - (3) a written statement from the licensing entity in the state in which the applicant is licensed that details any disciplinary action taken by the entity against the applicant; and
 - (4) a statement of the applicant's criminal history acceptable to the committee.
- (d) The department may deny an application under this section based on the applicant's criminal history or history of disciplinary action.
- (e) If the department approves an application, on the next regularly scheduled examination date the applicant may take the practical section of the examination required under Section 402.202 and a written examination of Texas law administered by the department. If the applicant passes the examinations required under this section, the committee shall issue to the applicant a license under this chapter.
- (f) The department may allow an applicant under this section who satisfies all application requirements other than the requirement under Subsection (c)(2) to take all sections of the examination required under Section 402.202. If the applicant passes the examination, the committee shall issue to the applicant a license under this chapter.
- (g) An applicant under this section who fails an examination may request in writing, not later than the 30th day after the date the department sends the applicant notice of the examination results, that the department furnish the applicant with an analysis of the applicant's performance on the examination.
- (h) An applicant under this section who fails an examination may not retake the examination under this section. The person must comply with the requirements for an applicant for an original license under this chapter.
- (i) The committee may not issue a license under this section to an applicant who is a licensed audiologist in another state. The committee shall refer the applicant to the State Board of Examiners for Speech-Language Pathology and Audiology.