



**TEXAS BOARD OF VETERINARY MEDICAL EXAMINERS
2015 VETERINARY LICENSE RENEWAL FORM**

333 Guadalupe Street, Suite 3-810
Austin, Texas 78701
(512) 305-7555

**PLEASE READ CAREFULLY AND PRINT LEGIBLY IF CHANGES ARE NECESSARY!
YOUR LICENSE EXPIRES 3/1/2015!!** License #: _____

MAILING ADDRESS CHANGED? Yes ___ No ___

Please complete information below. **YOU MUST INCLUDE PHYSICAL PRACTICE ADDRESS, NOT A P.O. BOX.**

PHYSICAL/PRACTICE INFORMATION

MAILING INFORMATION

HOME INFORMATION

| | | | | | |
|---|--|-------------------------------|--|------------------------------------|--|
| Address: | | Address: | | Address: | |
| City, State, Zip: | | City, State, Zip: | | City, State, Zip: | |
| COUNTRY: | | COUNTRY: | | COUNTRY: | |
| COUNTRY: | | COUNTRY: | | COUNTRY: | |
| PHONE: | | PHONE: | | PHONE: | |
| FAX: | | FAX: | | FAX: | |
| EMAIL: | | EMAIL: | | EMAIL: | |
| EMPLOYMENT: (Employee, Owner, Other) | | WORK: (Mobile, Relief) | | PRACTICE: *See key below | |

CLINIC NAME:
CELL PHONE:

PRACTICE KEY

| | | | | |
|-----------------------|----------------------------|-----------------------|-------------|-----------------|
| A-Avian | GS-Gov't., State | HHC -Herd Health | O-Other | RP-Ranch |
| CA-Caprine | G-Gov't., Federal | Consultation | OV-Ovine | RT-Ratite |
| D-Dairy | GP-General | IND-Industrial | P-Primate | S-Swine |
| DL-Diagnostic Lab | GR-Gov't., Fed Research | LA-Large Animal | PO-Poultry | SA-Small Animal |
| E-Equine | GM-Gov't., Municipal | LAB-Laboratory Animal | R-Research | T-Teaching |
| EHS-Exotic Hoof Stock | GSR-Gov't., State Research | M-Military | RET-Retired | U-Unknown |
| F-Feed Lot | | MP-Mixed Practice | | Z-Zoo Animal |

YOUR LICENSE TO PRACTICE VETERINARY MEDICINE IN THE STATE OF TEXAS EXPIRES MARCH 1, 2015. You MUST submit the correct fee by 2/28/2015, to avoid a substantial penalty. THIS IS THE ONLY NOTICE YOU WILL RECEIVE. Incomplete renewals (e.g. no payment, no CE, no signature – either on-line or on this form) will not be processed and all documents will be returned to you. Statutory penalties will be assessed after the deadline(s). If you are a retired or military practitioner, please read the information on the reverse of this form.

THE FOLLOWING ARE YOUR PAYMENT OPTIONS. THE FEES AND DEADLINES ARE ON THE BACK OF THIS FORM.

Payment Option 1 – CHECK - You may renew by mailing a check for the correct amount, which must be drawn on a U.S. Bank and payable to the TEXAS BOARD OF VETERINARY MEDICAL EXAMINERS OR TBVME. Your payment must accompany this form. Checks returned due to insufficient funds will be assessed a \$25.00 returned check fee.

Payment Option 2 – On-Line – You may renew on-line with a credit card. On the web you will need to type: www.veterinary.texas.gov. Click “online license renewal.” Follow instructions given, or go to www.texas.gov and renew via the occupational license renewal system. If you run into problems or have questions regarding the on-line renewal process is not working properly, call the help number given. DO NOT CALL THIS OFFICE; we cannot help you with this method of payment. If the online renewal program is not working properly, please renew via mail. Do not miss a renewal deadline; statutory penalties will be assessed after February 28, 2014. Suggestion: Do not wait until February 28th to ascertain if the on-line renewal program is working.

Payment Option 3 – State Employee Only – This option is available ONLY to state employees. Payment for an employee by a state agency with appropriated funds should be made via interagency transaction voucher (ITV). Note that you must still send your renewal application with CE certification to us. You are not considered “renewed”, until all paperwork with required signatures AND the payment has been received. Therefore, you should coordinate submission of your renewal application and payment via ITV with your agency accounting department.

*****Instructions for accounting department***** Fax a copy of the ITV (which includes an accounting contact and telephone number) to TBVME at (512) 305-7556 the day it is entered into USAS for payment. If payment is for multiple veterinarians, include a schedule with names, license numbers, renewal designation as active or inactive, and amount paid. The following information is provided for payment via ITV:

Agency – 578 TIN – 35785785789000 RTI – 578001 Invoice#: Veterinarian’s name and license number

RENEWAL FEES AND DEADLINES Your license is considered "delinquent" if it has not been renewed on or before 3/1/2015. By law, you **cannot** practice with a delinquent license. You can resume practice after you have paid the appropriate fee. If a license is delinquent for one year or more, the law requires cancellation of your license.

| | ACTIVE RENEWAL | INACTIVE RENEWAL |
|---|-----------------------|-------------------------|
| Postmarked (or renewed on-line) on or before 3/1/2015 | \$370.00 | \$170.00 |
| Postmarked (or renewed on-line) after 3/1/2015 | \$450.00 | \$250.00 |
| Postmarked (or renewed on-line) after 5/31/2015 | \$531.00 | \$331.00 |

ACTIVE OR MILITARY LICENSE - CONTINUING EDUCATION (CE) REQUIRED FOR EITHER LICENSE - In order to renew your license for 2015 in ACTIVE STATUS **or** as military practitioner, you must have earned 17 hours of acceptable CE during the time period of 1/1/14 and 12/31/14. You may carry-over a maximum of 17 hours from the previous year. You must maintain proper records as they are subject to inspection. Your signature below signifies either compliance, or exemption for one or more reasons indicated by you below. If you renew on-line, you will have to certify that you have complied with the CE requirements. Do **not** send CE verification. If a future compliance inspection reveals information to the contrary, Board action will be taken against your license and you will be fined.

I have complied with the continuing education requirements for active or military license renewal for 2015.

SIGNATURE REQUIRED (if you renew as *active or military*)

INACTIVE LICENSE - You cannot practice with an inactive license except on your own animals. **The initial request (first time) for an inactive status MUST be made between January 1, 2015 and February 28, 2015. If you miss the deadline, you must renew under the regular status, until the next renewal period.** (CE is not required for inactive license renewal. Please refer to the Continuing Education Rule - 573.64, for detailed information). If you are already on inactive status and you want to continue inactive status, see the fee schedule above. You must sign below.

I wish to renew my Texas veterinary license under the provisions of the Inactive License Status.

SIGNATURE REQUIRED (if inactive requested)

I have **previously** received an extension for the 2013-2014 license renewal and have complied with the provisions of the extension by earning a total of 34 hours by the end of December 2014. Recipients of extensions **MUST** attach proof of compliance.

SIGNATURE REQUIRED (if applicable)

I am exempt, by CE Rule, from the CE requirement for 2015 renewal: (check the applicable box)

- New licensee - obtained license during calendar year 2014
- Resident or Intern (check Rule for CE after residency or internship has been completed)
- Charitable Mission (check Rule for CE after mission completed)
- Hardship Extension for **2015** Renewal (give date it was approved) _____

I hereby verify that the information given above is true and correct to the best of my knowledge. _____

SIGNATURE REQUIRED

MILITARY OR RETIRED PRACTITIONERS ONLY - FEE WAIVER PROVISIONS - The Veterinary Licensing Act (Sec. 801.304 -Fee exemption) provides that licensees who are on **active duty with the Armed Forces of the United States** and do not engage in private or civilian practice; or license holders who are **totally and permanently retired do not have to pay a fee but must renew by returning this form with applicable signatures. Military practitioners must comply with the CE requirement for renewal.** Retired practitioners have no CE requirement. If you wish to come out of retirement, you may do so by paying applicable fees and complying with the other renewal requirements provided it is done within one (1) year of initial retirement. If more than one year has passed, you will be subject to reexamination and/or other re-licensing requirements.

I, _____, DVM, do hereby certify that I am (check one and sign):

- 1. On active duty in the Armed Forces of the U.S. and do not engage in the private or civilian practice of veterinary medicine.

(Also, please sign CE statement above.)

Signature Required (Military)

- 2. Permanently and totally retired and will no longer practice veterinary medicine.

Signature Required (Retired)

ADDITIONAL LEGAL INFORMATION

SOCIAL SECURITY NUMBER REQUIRED -Section 231.302 of the Texas Family Code requires applicants and licensees to provide their social security number to the licensing agency. The social security number will be used for identification purposes within the Board and will be provided as required by the Family Code to the Texas Attorney General to assist in the administration of laws relating to child support enforcement. **STUDENT LOANS** -Section 57.491 of the Texas Education Code requires the Board to furnish license information to the Texas Guaranteed Student Loan Corporation. If you are identified by either organization as being in default on payments, it may jeopardize your license. You must enter into a loan repayment agreement and provide official proof of having done so prior to your license being renewed. **CRIMINAL CONVICTIONS AND/OR DISCIPLINARY ACTIONS IN ANOTHER STATE**- Inform the Board if you have been charged with, convicted or indicted of or plead guilty or nolo contendere to a crime other than a Class C Misdemeanor traffic offense since your last renewal. Inform the Board if you have been disciplined in another State regarding your license to practice veterinary medicine in another country or state since you last renewed your license