

Board of Nursing
301 South Park
PO Box 200513
Helena, MT 59620-0513
(406) 444-6880
DLIBSDHELP@mt.gov

MEDICATION AIDE II RENEWAL APPLICATION

Renewal Fee for Medication Aide II: \$20.00

Check here if any information is new.

Name: _____ License #: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

To practice as Medication Aide II or represent yourself as a Medication Aide II in Montana, you must hold an active Montana Medication Aide II license.

Your Montana Medication Aide II license will expire on March 31. This is a one-year renewal.

TO RENEW YOUR LICENSE ONLINE GO TO: www.ebiz.mt.gov/pol (Online transactions must be completed no later than 11:59 PM, MST on the renewal deadline date. Failure to complete the transaction by 11:59 PM, will result in the addition of a late fee.)

OR

- 1) Complete this renewal application.
- 2) Answer the legal/disciplinary question at the bottom of the form (include DUI's, and any other criminal charges).
- 3) Submit a check or money order for \$20 made payable to the **Montana Board of Nursing**. If your check is returned to us for the reason of non-sufficient funds, your license for the upcoming year will be invalid, and you will be charged an additional administrative fee of \$30.00. Employment as a Medication Aide I with an invalid license is a violation of Montana Board of Nursing rule. **Do not send cash.** Canadian and Foreign Residents pay in U.S. funds only.
- 4) Sign and date the renewal form.
- 5) Renewals with a US Postal Service postmark after March 31 will be assessed a late renewal fee of \$20.00. **The late fee is non-refundable and non-waivable.**

CONTINUING EDUCATION AFFIRMATION OF UNDERSTANDING:

I understand I have a recurring duty to comply with continuing education, certification, or other requirements established by ARM 24.159.912 and that I may be audited for compliance with these requirements. I understand my license may be subject to disciplinary action, or administratively suspended until I meet the requirements of the rule stated above.

HAVE ANY LEGAL OR DISCIPLINARY ACTIONS BEEN INSTITUTED AGAINST YOU OR ANY OF YOUR PROFESSIONAL LICENSES SINCE EITHER YOUR INITIAL LICENSURE IN MONTANA OR SINCE YOU RENEWED YOUR LICENSE, WHICHEVER OCCURRED LATEST?

Yes If so, please attach copies of the document that initiated each action and all final orders. Mont. Code Ann. Sec 37-1-105 requires that you report this information. Failure to accurately furnish the information is grounds for denial or revocation of your license.

No

Your signature: _____ Date: _____

DO NOT SEND CASH