State of Nevada
Board of Occupational Therapy

P.O. Box 34779, Reno, Nevada 89533-4779
Phone (775) 746-4101 / Fax (775) 746-4105 / Toll Free (800) 431-2659

Reinstatement Letter of Instructions

ELIGIBILITY FOR REINSTATEMENT OF ACTIVE LICENSE

Applicant must have held an **active license** in Nevada that expired within the previous 5 years.

- ***Active License*** - Applicants must have current certification by NBCOT.

An occupational therapist or occupational therapy assistant who intends to practice occupational therapy in the State of Nevada may apply for reinstatement of an active license. An active license will expire June 30th of each year and may be renewed annually.

The license renewal period begins April 1st of each year. Applicants seeking licensure April through June may complete a short form renewal application and pay the renewal fee at time of application for reinstatement of their license. The Short Form Application for License Renewal may be downloaded from the website.

Applications and Fees

Payment must be submitted at time of application. Incomplete applications, or applications received without payment will be returned to the applicant. Fees may be paid by credit card through our website, www.nvot.org, Click to Pay, or by check or money order payable to the "Board of Occupational Therapy".

Reinstatement fees:	$350.00 / OTR	$275.00 / COTA

REQUIRED DOCUMENTATION AND INFORMATION

- Completed Application for Licensure - Applications are required to be completed in full and must be signed.

- NBCOT Certificate - You must provide a copy of your current certification from NBCOT.

- Continuing Education - You must submit with your application and fee, certificates of attendance or completion to support the continuing education listed on your application. A minimum of 10 hours earned within the last 12 months is required. Please complete one continuing education form for each course submitted.

- Verification of Licensure in Another State – Submit form directly to regulatory entities of all jurisdictions in which you have held a license in the **previous 5 years**. Verification must be received directly from the regulatory entity.

- Verification of Employment and Supervision – Required for COTA applicants only. Completed form must be submitted within 15 days from start of employment in Nevada.

If you have additional questions regarding the reinstatement of your license, please feel free to contact the Board office.