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**IDAPA 24  
TITLE 11  
CHAPTER 01**

**24.11.01 - RULES OF THE STATE BOARD OF PODIATRY**

**000. LEGAL AUTHORITY (Rule 0).**

These rules are hereby prescribed and established pursuant to the authority vested in the State Board of Podiatry, by the provisions of Section 54-605, Idaho Code. (7-1-93)

**001. TITLE AND SCOPE (Rule 1).**

These rules shall be cited as IDAPA 24.11.01, "Rules of the State Board of Podiatry". (7-1-93)

**002. WRITTEN INTERPRETATIONS (Rule 2).**

The board may have written statements that pertain to the interpretation of the rules of this chapter. Such interpretations, if any, are available for public inspection and copying at cost in the main office of the Bureau of Occupational Licenses. (3-13-02)

**003. ADMINISTRATIVE APPEALS (Rule 3).**

Administrative Appeals shall be governed by the Administrative Procedure Act, Title 67, Chapter 52, Idaho Code. (3-13-02)

**004. INCORPORATION BY REFERENCE (Rule 4).**

The document titled American Podiatric Medical Association's Code of Ethics as published by the American Podiatric Medical Association, dated March 2002 and referenced in Section 500, is herein incorporated by reference and is available from the Board's office and on the Board web site. (5-3-03)

**005. ADDRESS OF THE IDAHO BOARD OF PODIATRY (Rule 5).**

The office of the Board of Podiatry is located within the Bureau of Occupational Licenses, Owyhee Plaza, 1109 Main Street, Suite 220, Boise, Idaho 83702-5642. The phone number of the Board is (208) 334-3233. The Board's FAX number is (208) 334-3945. The Board's e-mail address is ibol@ibol.state.id.us. The Board's official web site is at www2.state.id.us/ibol/pod. (3-13-02)

**006. PUBLIC RECORDS (Rule 6).**

The records associated with the Board of Podiatry are subject to the provisions of the Idaho Public Records Act. Title 9, Chapter 3, Idaho Code. (3-13-02)

**007. -- 009. (RESERVED).**

**010. DEFINITIONS AND STANDARDS (Rule 10).**

**01. Act.** The Act means Chapter 143 Idaho session Laws of 1957 codified as Chapter 6, Title 54, Idaho Code, and any amendments thereto. (7-1-93)

**02. Board.** The Board means the State Board of Podiatry, as prescribed in Section 54-604, Idaho Code. (7-1-93)

**03. Licensure.** Licensure means a license to practice podiatry in Idaho. (3-13-02)

**04. Reputable School.** A "reputable school" of podiatry is defined as an approved podiatry school located within the United States or Canada and designated as such by the council on Education and the American Podiatric Medical Association. (3-13-02)

**05. Bureau.** The Bureau means the Bureau of Occupational Licenses, as prescribed in Sections 54-605 and 67-2602, Idaho Code. (3-13-02)

**011. -- 099. (RESERVED).**

**100. GENERAL QUALIFICATIONS OF LICENSURE (Rule 100).**

- 01. Residence.** Residence in Idaho shall not be an eligibility requirement for licensure. (3-13-02)
- 02. Age.** All applicants shall be at least twenty-one (21) years of age. (3-13-02)
- 03. Character.** All applicants shall be of good moral character. (3-13-02)
- 04. Citizenship Requirement For Exam.** Citizenship shall not be an eligibility requirement for the Idaho podiatry examination or licensure. All persons making application for licensure are required to be legally eligible to reside and obtain employment in the United States. (3-13-02)

**101. -- 149. (RESERVED).**

**150. PRE-PROFESSIONAL EDUCATION.**

All applicants shall provide official documentation of graduation from an accredited high school, or its equivalent, and provide official documentation of credits granted for at least two (2) full years of general college study in a college or university of recognized standing. (3-13-02)

**151. PROFESSIONAL EDUCATION.**

All applicants shall possess evidence of graduation from four (4) full years of study in a reputable school of podiatry, as defined in Subsection 010.04 of these rules. (3-13-02)

**152. PODIATRIC RESIDENCY (Rule 152).**

**01. Residency Required For Licensure.** A candidate may not apply for licensure until completion of a podiatric surgical residency of a minimum of twelve (12) months or more as approved by the Council on Podiatric Medical Education or completion of equivalent surgical training as approved by the Board. (7-1-98)

**02. Submission Of Verification Of Residency Curriculum.** Notwithstanding the provisions of Subsection 152.01, a candidate shall provide official documentation of completion of the entire curriculum. Any deviation of this requirement must be approved by the Board. (3-13-02)

**153. -- 199. (RESERVED).**

**200. CREDENTIALS TO BE FILED BY ALL APPLICANTS (Rule 200).**

**01. Application.** An application for licensure shall be completed on a form approved by the board and submitted to the bureau ninety (90) days before the date of the Idaho board examination. (3-13-02)

**02. Certified Copy Of National Board Results.** A copy of the applicable National Board results which has been certified as true and correct by the examining entity. (7-1-97)

**03. Photograph Requirement.** All applications shall be accompanied by an unmounted passport photograph of the applicant taken not more than one (1) year prior to the date of application. (3-13-02)

**04. Educational Certificate Requirement.** Each applicant shall be required to provide official documentation of graduation from a four (4) year high school, or the equivalent, and official documentation of a collegiate education of not less than two (2) years in an accredited college or university giving instruction in letters and sciences. (3-13-02)

**05. Diploma.** Certified photostatic copy of diploma granted by any college of podiatry and official certified transcripts indicating graduation from the program. (3-13-02)

**06. Residency Certification Requirement.** All applications shall include certification of completion of a residency as defined in Rule 152. (3-13-02)

**201. -- 299. (RESERVED).**

**300. FEES (Rule 300).**

- 01. Application Fee.** A fee shall accompany all applications. The fee shall be two hundred dollars (\$200). (7-1-97)
- 02. Original License Fee.** The original license fee shall be three hundred dollars (\$300). (3-13-02)
- 03. Written Exam Fee.** The fee for examination shall be equal to that charged by the national examining entity, together with an additional twenty-five (\$25) dollar administrative fee. (3-13-02)
- 04. Annual Renewal Fee.** Fee for annual renewal of licenses, three hundred dollars (\$300). (5-3-03)
- 05. Re-Exam Fee.** For candidates re-examining for the written and practical examinations or written examination only, the fee for re-examination will be four hundred dollars (\$400). For candidates re-examining for the practical only, the fee shall be two hundred dollars (\$200). (3-13-02)
- 06. Fee Non-Refundable.** All fees are non-refundable. (3-13-02)

**301. -- 399. (RESERVED).**

**400. LICENSURE BY EXAMINATION (Rule 400).**

- 01. Examination Of Applicants.** Examination of applicants shall be conducted by the whole board or by its designated agents or representatives. (7-1-97)
- 02. Exam Required For Licensure.** No person shall be granted a license to practice podiatry without first receiving a passing grade on an examination given by the board and consisting of those subjects outlined in Section 54-606, Idaho Code. (3-13-02)
- 03. Exam Dates.** Examinations shall be held at Boise, Idaho, the third Monday of July and at such other times as the board shall direct. (3-13-02)
- 04. Passing Grade.** A passing grade in all subjects examined shall be a general average of not less than seventy percent (70%). (5-3-03)
- 05. Failure Of Exam.** An applicant failing the examination shall be entitled within six (6) months to a reexamination upon the payment of an additional fee as established in Section 300. (3-13-02)
- 06. Failure Of Reexam.** An applicant who fails the examination on two (2) such reexaminations shall exhaust his privilege under his original application. (9-28-94)
- 07. Original Application.** The original application will be considered null and void after a period of two (2) years from date of original application if no license has been issued. (7-1-97)

**401. LICENSURE BY ENDORSEMENT (Rule 401).**

Applicants for licensure under Section 54-613, Idaho Code, may upon the approval of the Board be granted a license. Each applicant for licensure by endorsement shall provide documentation for each of the following before licensure will be considered: (3-15-02)

- 01. Complete Application.** A complete application together with the required fee; and (3-15-02)
- 02. Certification Of License.** Certification of having maintained a current license or other authority to practice issued by a regulatory board of Podiatry in any state or territory; and (3-15-02)
- 03. Credentials.** Credentials as required in Subsections 200.02, through 200.06; and (3-15-02)

**04. Examination.** Successful passage of a written licensure examination covering all those subjects noted in Section 54-606, Idaho Code. Examination shall be certified by either: (3-15-02)

- a.** The applicant's state or territory of licensure; or (3-15-02)
- b.** The national board of podiatry examiners; and (3-15-02)

**05. Practical Experience.** Having practiced podiatry under licensure for three (3) of the last five (5) years immediately prior to the date of application; and (3-15-02)

**06. Continuing Education.** Obtained at least twelve (12) hours of continuing education during the twelve (12) months prior to the date of application; and (3-15-02)

**07. Disciplinary Action.** Has not been the subject of any disciplinary action within the last five (5) years immediately prior to application and has never had a license to practice podiatry revoked, suspended, or otherwise sanctioned either voluntarily or involuntarily in any jurisdiction. (3-15-02)

**402. TEMPORARY LICENSES (Rule 402).**  
No temporary licenses shall be granted for the practice of podiatry in Idaho. (3-13-02)

**403. -- 499. (RESERVED).**

**500. STANDARDS OF THE ETHICAL PRACTICE OF PODIATRY (Rule 500).**  
The standards for the ethical practice of podiatry shall be the American Podiatric Medical Association's Code of Ethics as referenced in Section 004 of these rules and are hereby adopted and shall apply to all practitioners of podiatry. (5-3-03)

**501. -- 549. (RESERVED).**

**550. DISCIPLINE (Rule 550).**

**01. Civil Fine.** The Board may impose a civil fine not to exceed one thousand dollars (\$1,000) upon a licensed podiatrist for each violation of Sections 54-608 and 54-609, Idaho Code. (3-18-99)

**02. Costs And Fees.** The Board may order a licensed podiatrist to pay the costs and fees incurred by the Board in the investigation or prosecution of the licensee for violation of Sections 54-608 and 54-609, Idaho Code. (3-18-99)

**551. -- 599. (RESERVED).**

**600. GENERAL PROVISIONS (Rule 600).**  
Regular meetings of the board shall be the third Monday of July and at such other times as determined by the board. (4-5-00)

**601. -- 699. (RESERVED).**

**700. CONTINUING EDUCATION (Rule 700).**

**01. Post Graduate Education Requirement For License Renewal.** Each podiatrist licensed by the state of Idaho shall attend in each twelve (12) month period preceding the renewal of a license to practice podiatry in Idaho, a minimum of twelve (12) full hours of post-graduate podiatry education courses approved by the Board. No more than six (6) hours may be home study. (7-1-98)

**02. Submission Of License Renewal Application Form.** Each licensed Idaho podiatrist will be furnished a license renewal application form by the Bureau of Occupational Licenses on which each podiatrist shall be required to certify by signed affidavit that compliance with the continuing education requirements has been met and shall submit the renewal application together with the required fees to the Bureau. (3-15-02)

**03. Verification Of Attendance.** It shall be necessary for each licensee to maintain verification of attendance by securing authorized signatures or other documentation from the course instructors or sponsoring institution substantiating any and all hours attended by the applicant. This verification shall be maintained by the licensee and provided to the Board upon the request of the Board or its agent. The Board will conduct random audits to monitor compliance. (3-15-02)

**701. -- 799. (RESERVED).**

**800. RULE MAKING HISTORY PRIOR TO JULY 1, 1993 (Rule 800).**

All previous rules of this board are hereby repealed and these Rules approved by the board on January 25, 1978, shall become effective on this date. Amended and readopted effective October 15, 1987. Amended and readopted effective May 29, 1991. Amended and readopted effective August 1, 1997. (7-1-98)

**801. -- 999. (RESERVED).**

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