

Table of Contents

24.11.01 – Rules of the State Board of Podiatry

000. Legal Authority (Rule 0).	2
001. Title And Scope (Rule 1).	2
002. Written Interpretations (Rule 2).	2
003. Administrative Appeals (Rule 3).	2
004. Incorporation By Reference (Rule 4).	2
005. Address Of The Idaho Board Of Podiatry (Rule 5).	2
006. Public Records (Rule 6).	2
007. -- 009. (Reserved)	2
010. Definitions And Standards (Rule 10).	2
011. -- 099. (Reserved)	2
100. General Qualifications Of Licensure (Rule 100).	2
101. -- 149. (Reserved)	3
150. Pre-Professional Education.	3
151. Professional Education.	3
152. Podiatric Residency (Rule 152).	3
153. -- 199. (Reserved)	3
200. Credentials To Be Filed By All Applicants (Rule 200).	3
201. -- 299. (Reserved)	3
300. Fees (Rule 300).	3
301. -- 399. (Reserved)	4
400. Licensure By Examination (Rule 400).	4
401. Licensure By Endorsement (Rule 401).	4
402. Temporary Licenses (Rule 402).	4
403. -- 409. (Reserved)	5
410. Original Application (Rule 410).	5
411. -- 424. (Reserved)	5
425. Inactive Status (Rule 425).	5
426. -- 449. (Reserved)	5
450. Scope Of Practice (Rule 450).	5
451. -- 499. (Reserved)	5
500. Standards Of The Ethical Practice Of Podiatry (Rule 500).	6
501. -- 549. (Reserved)	6
550. Discipline (Rule 550).	6
551. -- 699. (Reserved)	6
700. Continuing Education (Rule 700).	6
701. -- 999. (Reserved)	6

**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 are titled 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 are to 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 2013 and referenced in Section 500, is herein incorporated by reference and is available for review at the Board’s office and on the Board’s web site at <http://www.ibol.idaho.gov>. (3-20-14)

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, 700 W. State Street, Boise, Idaho 83702. The Bureau is open between the hours of 8:00 a.m. and 5:00 p.m. each day except Saturdays, Sundays and holidays. The telephone number of the Board is (208) 334-3233. The Board’s fax number is (208) 334-3945. The Board’s e-mail address is pod@ibol.idaho.gov. The Board’s official website is <http://www.ibol.idaho.gov>. (3-29-10)

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 74, Chapter 1, Idaho Code. (3-13-02)

007. -- 009. (RESERVED)

010. DEFINITIONS AND STANDARDS (RULE 10).

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

02. 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 Podiatric Medical Education and the American Podiatric Medical Association. (3-20-14)

011. -- 099. (RESERVED)

100. GENERAL QUALIFICATIONS OF LICENSURE (RULE 100).

01. Residence. Residence in Idaho is not an eligibility requirement for licensure. (3-13-02)

02. Age. All applicants must be at least twenty-one (21) years of age. (3-13-02)

03. Character. All applicants must be of good moral character. (3-13-02)

04. Citizenship Requirement for Exam. Citizenship is not an eligibility requirement for examination

or licensure. All persons making application for licensure are required to be legally eligible to reside and obtain employment in the United States. (3-20-14)

101. -- 149. (RESERVED)

150. PRE-PROFESSIONAL EDUCATION.

All applicants must 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. (3-20-14)

151. PROFESSIONAL EDUCATION.

All applicants must 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 an accredited podiatric residency as approved by the Council on Podiatric Medical Education of no less than twenty-four (24) months, a minimum of twelve (12) months of which must be surgical. (4-11-06)

02. Submission of Verification of Residency Curriculum. Notwithstanding the provisions of Subsection 152.01, a candidate must provide directly from the residency program such official documentation of completion of the entire curriculum as the board may require. Any deviation of this requirement must be approved by the Board. (4-11-06)

153. -- 199. (RESERVED)

200. CREDENTIALS TO BE FILED BY ALL APPLICANTS (RULE 200).

01. Application. An application for licensure must be completed on a form approved by the board and submitted to the bureau. (3-20-14)

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

03. Photograph Requirement. All applications must include 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 must provide 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. (3-20-14)

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 must 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 two hundred dollars (\$200) fee must accompany all applications. (7-1-97)

02. Original License Fee. The original license is four hundred dollars (\$400). (4-9-09)

03. Written Exam Fee. The fee for examination is equal to that charged by the national examining entity and is paid directly to the examination provider. (3-20-14)

- 04. Annual Renewal Fee.** Annual renewal fee of licenses is five hundred dollars (\$500). (3-21-12)
- 05. Annual Renewal Fee for Inactive License.** Annual renewal fee is two hundred fifty dollars (\$250). (4-6-15)
- 06. Fee Non-Refundable.** All fees are non-refundable; if a license is not issued, the license fee will be refunded. (3-20-14)
- 301. -- 399. (RESERVED)**
- 400. LICENSURE BY EXAMINATION (RULE 400).**
- 01. Examination of Applicants.** All applicants must successfully pass all parts of the American Podiatric Medical Licensing Examination developed and administered by the National Board of Podiatric Medical Examiners. (3-20-14)
- 02. Passing Grade.** A passing grade in all subjects examined is the grade established by the examination provider. (3-20-14)
- 401. LICENSURE BY ENDORSEMENT (RULE 401).**
Under Section 54-613, Idaho Code, applicants for licensure by endorsement may be granted a license upon the approval of the Board. Each applicant for licensure by endorsement must 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. (4-11-06)
- 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. (4-11-06)
- 03. Credentials.** Credentials as required in Subsections 200.02 through 200.05. (3-29-10)
- 04. Examination.** Successful passage of a written licensure examination covering all those subjects noted in Section 54-606, Idaho Code. Official certification of examination must be received by the board directly from:
- a.** The applicant's state or territory of licensure; or (3-15-02)
- b.** The national board of podiatric medical examiners. (3-20-14)
- 05. Residency.** Proof of completion of the residency requirement as set forth in Subsection 200.06 of this rule. However, if the applicant graduated from a college of podiatry prior to 1993, this requirement will be waived. (3-29-10)
- 06. Practical Experience.** Having practiced podiatry under licensure for three (3) of the last five (5) years immediately prior to the date of application. (4-11-06)
- 07. Continuing Education.** Having completed at least fifteen (15) hours of continuing education germane to the practice of podiatry during the twelve (12) months prior to the date of application. (4-11-19)
- 08. Disciplinary Action.** Has not been the subject of any disciplinary action including pending or unresolved licensure actions within the last five (5) years immediately prior to application and has never had a license to practice podiatry revoked or suspended either voluntarily or involuntarily in any jurisdiction. (3-29-10)
- 402. TEMPORARY LICENSES (RULE 402).**
No temporary licenses will be granted for the practice of podiatry in Idaho. (3-13-02)

403. -- 409. (RESERVED)

410. ORIGINAL APPLICATION (RULE 410).

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. (4-2-08)

411. -- 424. (RESERVED)

425. INACTIVE STATUS (RULE 425).

01. Request for Inactive Status. Each person requesting an inactive status during the renewal of their active license must submit a written request and pay the inactive license fee. (4-6-15)

02. Inactive License Status. (4-6-15)

a. All continuing education requirements will be waived during the time that a licensee maintains an inactive license in Idaho. (4-6-15)

b. Inactive license renewal applications and licenses will be marked "Inactive." (4-6-15)

c. When the licensee desires active status, the licensee must show acceptable fulfillment of continuing education requirements for the previous twelve (12) months and submit a fee equivalent to the difference between the inactive and active renewal fee. (4-6-15)

d. A licensee may not practice in Idaho while on inactive status. (4-6-15)

426. -- 449. (RESERVED)

450. SCOPE OF PRACTICE (RULE 450).

01. Competence. Upon being granted a license to practice podiatry, a practitioner is authorized to provide only those services and treatments for which that practitioner has been trained and prepared to provide. Information contained within the application file and supplemental certified information of additional training and experience included in the credential file maintained by the practitioner is prima facie evidence of the practitioner's education and experience. It is the responsibility of the individual practitioner to ensure that the information in his credential file is accurate, complete and supplemented to support all procedures, applications and treatments employed by the practitioner. Practice beyond a practitioner's documented education and experience may violate the adopted code of ethics and be grounds for discipline by the board. (4-11-06)

02. Advanced Surgical Procedures. Advanced surgical procedures must be performed in a licensed hospital or certified ambulatory surgical center accredited by the joint commission on accreditation of healthcare organizations or the accreditation association for ambulatory health care where a peer review system is in place. Advanced surgical procedures are defined as: (4-11-06)

a. Ankle fractures - Open Reduction and Internal Fixation. (4-11-06)

b. Ankle and rearfoot arthrodesis. (4-11-06)

c. Nerve surgery of the leg. (4-11-06)

d. Major tendon repair or transfer surgery - proximal to ankle. (4-11-06)

e. Autogenous bone grafting. (4-11-06)

f. External fixation of the rearfoot, ankle and leg. (4-11-06)

451. -- 499. (RESERVED)

500. STANDARDS OF THE ETHICAL PRACTICE OF PODIATRY (RULE 500).

The standards for the ethical practice of podiatry is the American Podiatric Medical Association's Code of Ethics as referenced in Section 004 of these rules and are hereby adopted and 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. -- 699. (RESERVED)

700. CONTINUING EDUCATION (RULE 700).

01. Education Requirement for License Renewal. Each podiatrist licensed by the state of Idaho must complete in each twelve-month period preceding the renewal of a license to practice podiatry in Idaho, a minimum of fifteen (15) full hours of podiatry continuing education. Continuing education includes lectures, conferences, seminars, moderator-guided panel discussions, clinical and practical workshops, internet based learning and home study. Education must be germane to the practice of podiatry; and (4-11-19)

a. Approved by the Council on Podiatric Medical Education; or (4-2-08)

b. Otherwise approved by the Board. (4-2-08)

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 will be required to certify by signed affidavit that compliance with the continuing education requirements has been met and must submit the renewal application together with the required fees to the Bureau. (3-15-02)

03. Verification of Completion. A licensee must maintain verification of completion by securing authorized signatures or other documentation from the course instructors or sponsoring institution substantiating any and all hours completed by the licensee. This verification must 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. Failure to provide proof of meeting the continuing education upon request of the Board will be grounds for disciplinary action. (4-11-19)

04. Carryover of Continuing Education Hours. Continuing education not claimed for credit in the current renewal year may be credited for the next renewal year. A maximum of fifteen (15) hours may be carried forward from the immediately preceding year. (4-11-19)

05. Special Exemption. The Board has authority to make exceptions for reasons of individual hardship, including health, when certified by a medical doctor, or for other good cause. The licensee must provide any information requested by the Board to assist in substantiating hardship cases. This exemption is granted at the sole discretion of the Board. (3-20-14)

701. -- 999. (RESERVED)

Subject Index

- A**
Address Of The Idaho Board Of Podiatry 2
Administrative Appeals 2
- C**
Continuing Education 6
 Carryover of Continuing Education Hours 6
 Education Requirement for License Renewal 6
 Special Exemption 6
 Submission of License Renewal Application Form 6
 Verification of Completion 6
Credentials To Be Filed By All Applicants 3
 Application 3
 Certified Copy of National Board Results 3
 Diploma 3
 Educational Certificate Requirement 3
 Photograph Requirement 3
 Residency Certification Requirement 3
- D**
Definitions, IDAPA 24.11.01 2
 Licensure 2
 Reputable School 2
Discipline 6
 Civil Fine 6
 Costs & Fees 6
- F**
Fees 3
 Annual Renewal Fee 4
 Annual Renewal Fee for Inactive License 4
 Application Fee 3
 Fee Non-Refundable 4
 Original License Fee 3
 Written Exam Fee 3
- G**
General Qualifications Of Licensure 2
 Age 2
 Character 2
 Citizenship Requirement for Exam 2
 Residence 2
- I**
Inactive Status 5
 Inactive License Status 5
 Request for Inactive Status 5
Incorporation By Reference 2
- L**
Legal Authority 2
Licensure By Endorsement 4
 Certification of License 4
 Complete Application 4
 Continuing Education 4
 Credentials 4
 Disciplinary Action 4
 Examination 4
 Practical Experience 4
 Residency 4
Licensure By Examination 4
 Examination of Applicants 4
 Passing Grade 4
- O**
Original Application 5
- P**
Podiatric Residency 3
 Residency Required for Licensure 3
 Submission of Verification of Residency Curriculum 3
Pre-Professional Education 3
Professional Education 3
Public Records 2
- S**
Scope Of Practice 5
 Advanced Surgical Procedures 5
 Competence 5
Standards Of The Ethical Practice Of Podiatry 6
- T**
Temporary Licenses 4
Title & Scope 2
- W**
Written Interpretations 2