

**21 NCAC 63 .0405 REQUIRED REPORTING BY LICENSEE OR CERTIFICATE HOLDER OF
CHANGES TO BOARD**

(a) Each licensee or certificate holder shall notify the Board in writing of any of the following changes within 30 days of the effective date of the change:

- (1) change of the licensee's or certificate holder's name, which shall be accompanied by documentation such as a certified marriage certificate or driver's license;
- (2) change in the licensee's or certificate holder's residence or business address, including street and mailing address;
- (3) change in the licensee's or certificate holder's residence or business telephone number; and
- (4) any adverse action or disciplinary action against a licensee or certificate holder from a licensing board, professional certifying body, or professional organization for any conduct described in G.S. 90B-11(a).

(b) Within 30 days of the effective date of a disposition in a criminal matter in which the licensee or certificate holder is a defendant, including driving under the influence, each licensee or certificate holder shall send to the Board a certified copy of any plea of guilty, finding of guilty, plea of nolo contendere, or deferred judgment.

(c) The licensee's or certificate holder's failure to report to the Board the dispositions addressed by Subparagraph (a)(4) or Paragraph (b) of this Rule shall be considered a violation of the Ethical Guidelines as set forth in Section .0500 of this Chapter.

*History Note: Authority G.S. 90B-6; 90B-11;
 Eff. September 1, 2005;
 Amended Eff. January 1, 2014;
 Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. September
 19, 2015;
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