

Tennessee Electrolysis Registry Newsletter



Department of Health. Authorization No. 343422, 12/2015
Website only



Volume 1, Issue 1

Fall 2015

Division of Health Licensure and Regulation ♦ Health Related Boards ♦ 665 Mainstream Drive, 2nd Floor, Nashville, TN 37243

♦ Web: tn.gov/health ♦ Phone: (615) 741-3807 or 1-800-778-4123

Fax: (615) 253-8764 ♦ Office Hours: Monday – Friday 8:00 a.m. to 4:30 p.m. Central Time (except State and Federal holidays)

The mission of the Tennessee Department of Health is to:

Protect, Promote, and Improve the health and prosperity of people in Tennessee.

There are many resources on the Electrolysis Registry website, including the rules, statutes, applications, and policy statements. License renewal and licensure verification may also be utilized on this website. The Department recently updated its web appearance with a redesigned look and user-friendly navigation. We are excited about the new website for the Registry as this is a valuable resource. We encourage you use it often.

RESOURCES AND USEFUL LINKS

- [Tennessee Electrolysis Registry Home](#)
- [Licensure and Education Information](#)
- [Applications, Publications and Information](#)
- [Statutes, Rules and Policies](#)
- [American Electrology Association](#)
- [Society of Clinical and Medical Hair Removal \(SCMHR\)](#)



ACCESSING THE REGISTRY'S WEBSITE

- In address bar type: <http://tn.gov/health>
- Click on link titled: "Health Professionals"
- Choose: Health Related Boards,
- Click on link for: "Electrolysis Registry"

INSIDE THIS ISSUE

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- 2 About the Electrolysis Registry / contacting the Registry office / administrative staff
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ABOUT THE ELECTROLYSIS REGISTRY



The Electrolysis Registry was created in 2009 by an act of the State Legislature. The mission is to safeguard the health, safety, and welfare of Tennesseans by requiring those who practice the profession of electrology within this state to be qualified. The Registry interprets the laws, rules, and regulations to determine the appropriate standard in an effort to ensure the highest degree of professional conduct. The Registrar is responsible for the investigation of alleged violations of the Practice Act and rules and is responsible for the discipline of reflexologists who are found to be in such violations.

Renewal of License

Licensees are responsible for renewing their licenses on time and keeping the Registry apprised of changes affecting location and name as this facilitates timely notification from the administrative office. Renewal notices are mailed from the Registry's administrative office forty-five (45) days prior to the expiration of the license to the current address on record. Licenses can be renewed on-line sixty (60) days prior to expiration at <https://apps.tn.gov/hlrs/>. It is a violation of the law and of the Registry's rules to practice on an expired license.

The administrative staff of the Division of Health Related Boards supports the Registry by issuing licenses to those who meet the requirements of the law and rules. Electrologists may be licensed either examination or endorsement from another state.

Licenses or certificates are awarded in the following categories:

- Electrologist
- Electrology Instructor
- Schools of Electrology

Contacting the Administrative Office:

Tennessee Electrolysis Registry
665 Mainstream Drive, 2nd Floor
Nashville, TN 37243
Phone: (615) 741-3807 Local or (800) 778-4123 Nationwide
Fax: (615) 253-8724

Administrative Staff

Michael Sobowale
Director

Lakita Taylor
Administrator

IMPORTANT REMINDERS

Electronic Notifications Opt-In

Licensees who prefer to receive notifications by electronic means instead of by regular United States mail from the Department of Health should request to “opt-in” from the portal on the Registry’s website at: <https://apps.tn.gov/hhrs/>. Licensees may also submit a written request to the Registry’s Administrative Office.

Please note that once you choose to opt-in to receive electronic notifications, ALL notices from the Health Department, including license renewal notices, will be sent by electronic mail. License renewal notification will be sent from the Registry’s Administrative Office forty-five (45) days prior to the expiration of the license to the current e-mail address on record with Tennessee Department of Health. Also, you will be required to notify the Administrative Office should there be any changes to your email address.

LEGISLATIVE UPDATES

Public Chapter 154

This act allows the Commissioner of Health or his designee to have electronic access to medical records to facilitate investigations when responding to an immediate threat to public health. Today the Commissioner of Health or his designee already has this authority but must go to the facility to review the medical records. This took effect on April 16, 2015.

Public Chapter 94

This act defines “abuse” and “neglect” for purposes of placing a person on the registry of persons who have abused, neglected or misappropriated the property of vulnerable individuals specifically within the statutes that govern the Dept. of Health. It does not impact the definitions within the statutes that govern the Dept. of Intellectual and Developmental Disabilities nor the Dept. of Human Services. It also increases the time within which placement on the registry may be appealed from 30 to 60 days. For rulemaking purposes, this bill became effective on April 10, 2015. All other provisions became effective on July 1, 2015.

Public Chapter 502

This act allows the Joint Government Operations Committee (the legislative committee that reviews all rules) to stay a rule up to 75 days instead of 60 days. Present law authorizes the Joint Government Operations Committee to consider the following factors when reviewing rules: authority, clarity, consistency, justification, necessity and reference. This act adds arbitrariness and capriciousness as two new considerations.

Public Chapter 268

This act makes disclosures of protected healthcare information permissible in medical malpractice lawsuits and became effective on April 24, 2015.

Public Chapter 494

This requires the BME, in consultation with the BOE, to establish and maintain an online registry for med spas and allows for rule promulgation and fee setting to effectuate this law. Any medical director or supervising physician shall report the following to the registry:

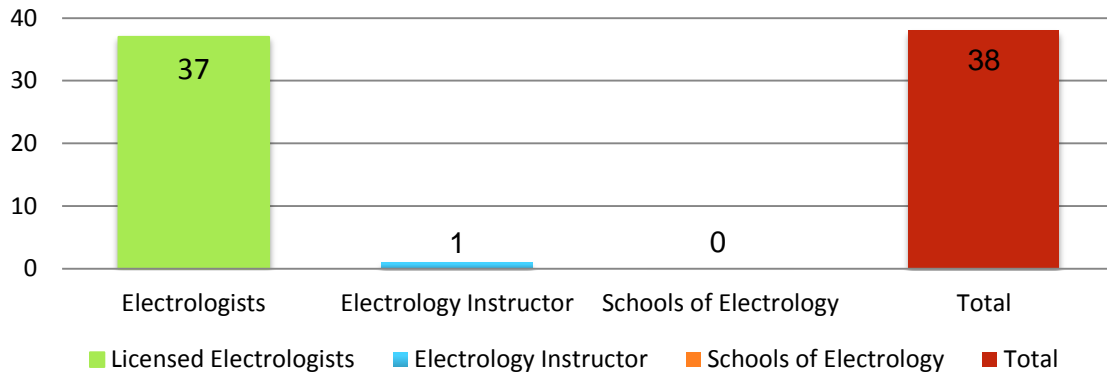
- the name and address of the med spa
- name, license number and designation of the medical director or supervising physician
- certification information previously required under 63-1-153
- Information regarding this law must be placed on the BME and BOE board websites.

The provisions of this registry shall also apply to private physician’s offices and practices if they are providing cosmetic medical services. This act takes effect on January 1, 2016.

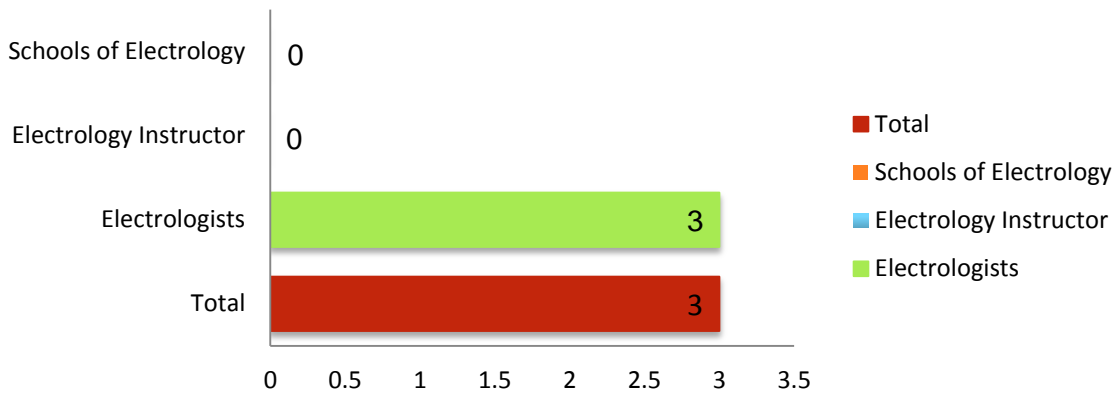
[Click on the public chapter titles to view legislative descriptions in their entirety.](#)

STATISTICAL DATA

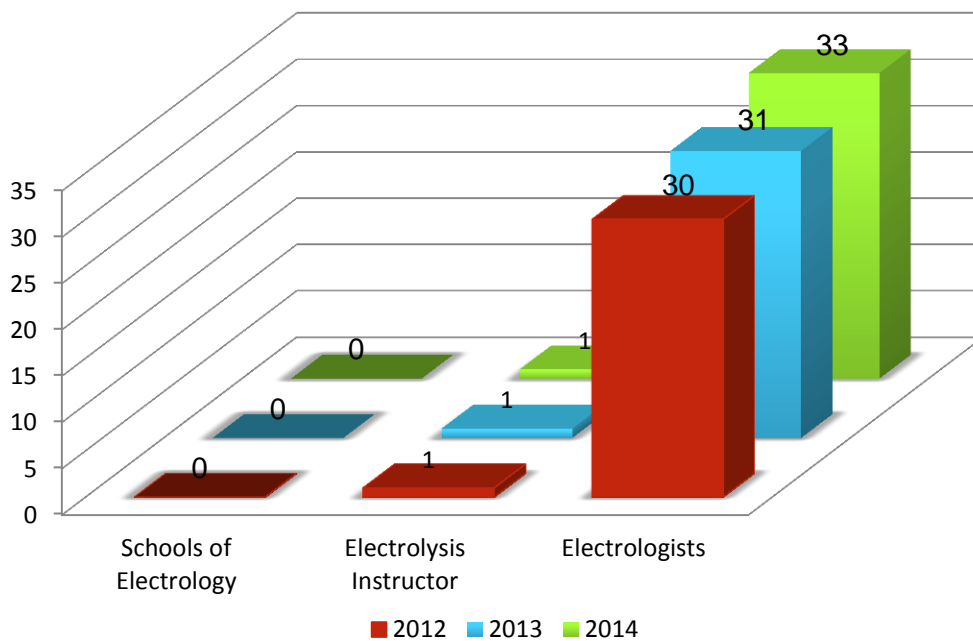
Total Number of Licenses as of 10/26/15



Applications Received from 1/1/15 to 10/26/15



Number of Licenses by Year



QUESTIONS AND ANSWERS

Q: I have moved and/or changed my place of employment. How do I update my address with the Registry?

A: Changes in address must be submitted in writing to the Registry's administrative office within 30 days. Please include your name, profession, license number, old address and new address. Please also specify if the change is to your mailing or practice address.

Q: How do I report a name change and/or request an updated license?

A: Changes in name must be submitted in writing to the Registry's administrative office, along with documentation supporting the change (i.e. marriage certificate, divorce decree). Please include your name, profession and license number. If you wish to receive a duplicate copy of your license, reflecting the updated name, you must specify this in your request and include a check or money order in the amount of \$50.00 for each license type (i.e. Wallet/Renewal size or Wall size).

Q: I am applying for a license in another state and need primary source verification. How do I obtain this?

A: Requests for license verification must be submitted in writing to the Registry's administrative office. Please include your name, profession, license number and address which the verification must be sent. Please also include a check or money order in the amount of \$50.00 per request.

Q: Can I renew my license online?

A: Certainly! License renewals may be processed up to sixty (60) days prior to the license expiration date. Please visit <https://apps.tn.gov/hlrs/> and choose "Go Now" under Professional License.

Q: Am I required to do continuing education to maintain my license?

A: Pursuant to Rule 0540-01-.12 (1)(a): Each licensed Electrologist and limited license holder must annually attend and complete ten (1) clock hours of electrology related continuing education. An Electrologist is exempt from acquiring continuing education hours during the calendar year the license is issued.

Q: My license has expired. How do I reinstate my license?

A: Pursuant to Rule 0540-01-.09(3), reinstatement of an expired license may be accomplished upon meeting the following conditions:

1. Payment of all past due renewal and state regulatory fees; and,
2. Payment of the reinstatement fee provided in Rule 0540-01-.06; and,
3. Submission of proof of compliance with continuing education requirements as provided in Rule 0540-01-.12.

Q: I am no longer practicing Electrolysis. How do I retire my license?

A: To retire your license, please complete the Affidavit of Retirement form, have it notarized and forward it to the administrative office. The form may be downloaded from the Registry's website at: <http://tn.gov/assets/entities/health/attachments/PH-3460.pdf>.

Please inquire with the Registry office regarding requirements to reinstate a retired license.

