**Section 685.270 Recertification of Vision Screening Technicians**

a) The vision screening technician certificate shall be valid for three years.

b) The Department shall send expiration and renewal notices to certified persons no later than 60 days before the expiration date of the certificate. Such notices shall be sent to the last known address of the person to whom the certificate was issued.

c) The following items shall be submitted to the Department for certification renewal and shall be post-marked no later than 30 days prior to the expiration date of the certificate:

1) a completed Certificate Renewal Form;

2) the renewal fee, as required in Section 685.320; and

3) Documentation of satisfactory completion of a recertification workshop provided or authorized by the Department, or a study project provided by the Department.

d) The Department shall issue a renewed certificate upon receipt of items specified in subsections (c)(1), (2), and (3) of this Section.

e) Failure to receive a notice to renew shall not relieve the certified vision screening technician of the obligation to submit the renewal form, pay the renewal fee 30 days prior to the expiration date of the certificate, and successfully complete a recertification workshop or study project.

(Source: Added at 23 Ill. Reg. 4278, effective March 26, 1999)