

(b) A person who desires to be admitted to an examination may obtain an application form from the New Jersey Department of Health and Senior Services, PO Box 360, Trenton, New Jersey 08625. Applicants shall provide all identifying information required on the form, including name, address, telephone number and the license for which they are applying. The application shall be filed with the Department and accompanied by documentary evidence satisfying the education, training, and experience requirements for the position. Such documentary evidence shall include an evaluation of the candidate's performance written by the supervisor(s) under which working experience was acquired.

Amended by R.1995 d.537, effective October 16, 1995.
See: 27 N.J.R. 2362(a), 27 N.J.R. 3933(b).
Amended by R.1998 d.568, effective December 7, 1998.
See: 30 N.J.R. 3005(a), 30 N.J.R. 4212(b).
Rewrote (b); and deleted a former (c).

8:7-1.4 Application, examination and initial license fees

(a) The New Jersey Department of Health and Senior Services shall collect fees, as authorized by statute, from each candidate for licensure prior to the examination.

(b) The Department shall collect from each candidate the following fees:

1. For each application to be admitted to a license examination, \$50.00; and
2. For each admission to a license examination, \$100.00.

(c) Candidates who are successful in passing the examination will not be required to pay an additional fee for the issuance of their initial license.

Amended by R.1998 d.568, effective December 7, 1998.
See: 30 N.J.R. 3005(a), 30 N.J.R. 4212(b).
Rewrote the section.

8:7-1.5 Determination of qualified candidates

(a) Appropriate members of the Public Health Examining Board shall review each candidate's application for admission to the licensure examination. Based upon the qualifications of the candidate, the Board shall approve or deny such candidate entrance to the examination.

(b) The candidate and the Department of Health and Senior Services shall be notified within 10 days of the Board's determination. In the case of a denial the candidate shall have the opportunity to appeal the decision of the Board.

Amended by R.1998 d.568, effective December 7, 1998.
See: 30 N.J.R. 3005(a), 30 N.J.R. 4212(b).

8:7-1.6 Appeal procedure

(a) Any candidate who has been denied admission to a licensure examination by the Public Health Examining

Board or licensee denied active license status in accordance with N.J.A.C. 8:7-1.12 may appeal the Board's action according to the following procedure:

1. Within 30 days of notification of denial, the candidate or licensee may request, in writing, a reconsideration of his or her qualifications by the Board;

2. At a regular meeting of the Board, the candidate or licensee will have the opportunity to discuss his or her qualifications. At the conclusion of the discussion, the Board shall vote on the appeal;

3. In the event that the Board reaffirms its denial decision, the candidate or licensee may, within 30 days, request a review of his or her case.

4. In the case of a candidate, at the conclusion of the review, the Commissioner of Health and Senior Services shall issue a final decision.

5. In the case of a licensee, the licensee may request a hearing pursuant to the Administrative Procedure Act, N.J.S.A. 52:14B-1 et seq., and 52:14F-1 et seq., and the Uniform Administrative Procedure Rules, N.J.A.C. 1:1.

Amended by R.1990 d.502, effective November 19, 1990.
See: 22 N.J.R. 1977(a), 22 N.J.R. 3545(a).

Candidate given 30 days to request a review.
Amended by R.1998 d.568, effective December 7, 1998.
See: 30 N.J.R. 3005(a), 30 N.J.R. 4212(b).

In (a), inserted references to licensees throughout, inserted "or licensee denied active license status in accordance with N.J.A.C. 8:7-1.12" following "Board" in the introductory paragraph, and added 5.

8:7-1.7 Suspension or revocation of license

(a) Any license issued in accordance with the provisions of P.L. 1947, c.177 (N.J.S.A. 26:1A-41) and the rules governing the licensing of health officers and registered environmental health specialists, heretofore issued by the New Jersey Department of Health and Senior Services, may be suspended or revoked for any of the causes as defined in Section 43 of P.L. 1947, c.177 (N.J.S.A. 26:1A-43).

(b) Upon written charges alleging any such violation, act or happening being filed by the Commissioner or by the local board of health within whose territory or jurisdiction such violation, act or happening occurred, the licensee shall be entitled to a hearing pursuant to N.J.S.A. 52:14B-1 et seq. and N.J.A.C. 1:1.

(c) The suspension or revocation of a license shall be effected by a notice in writing of the suspension or revocation, designating the effective date thereof, and in the case of suspension, the term of the suspension, which notice may be served upon the licensee personally or by mailing the same by registered mail addressed to the licensee at the licensee's home address. The Commissioner of Health and

Senior Services shall file a copy of the notice of suspension or revocation of license with the local board of health.

New Rule, R.1990 d.502, effective November 19, 1990.
See: 22 N.J.R. 1977(a), 22 N.J.R. 3545(a).
Amended by R.1995 d.537, effective October 16, 1995.
See: 27 N.J.R. 2362(a), 27 N.J.R. 3933(b).
Amended by R.1998 d.568, effective December 7, 1998.
See: 30 N.J.R. 3005(a), 30 N.J.R. 4212(b).

In (a), substituted a reference to registered environmental health specialists for a reference to sanitary inspectors, first class; and added (c).

8:7-1.8 Examinations

(a) The New Jersey Department of Health and Senior Services shall schedule examinations for the licensure of persons for public health positions at least twice a year.

(b) Examinations shall be prepared, conducted and scored in accordance with the department's standard operating procedures with the advice of the Public Health Examining Board.

(c) If any qualified candidate fails an examination for a particular type of license two times, such candidate shall not be permitted entrance to the next examination for that type of license until, and unless, the candidate submits evidence, to the Board of further formal training and supervised experience specifically in those areas in which the candidate was deficient. The board in its discretion, may accept the additional evidence or require the candidate to postpone taking the licensure examination for a period of one year from the date of the last examination. During the one year waiting period the candidate shall be required by the Board to either obtain further training and experience under the supervision of a person licensed for the position for which the candidate seeks licensure, or obtain further educational training and experience through formal courses at an accredited institution of higher education or through recognized professional or governmental bodies. At the conclusion of the one-year period, the candidate shall furnish the Board with a written report from his supervisor or from the educational institution, attesting to the completion of the additional training and experience and may then make application to gain admission to the licensure examination.

Recodified by R.1990 d.502, effective November 19, 1990.
See: 22 N.J.R. 1977(a), 22 N.J.R. 3545(a).
Amended by R.1995 d.537, effective October 16, 1995.
See: 27 N.J.R. 2362(a), 27 N.J.R. 3933(b).
Amended by R.1998 d.568, effective December 7, 1998.
See: 30 N.J.R. 3005(a), 30 N.J.R. 4212(b).

8:7-1.9 Recordkeeping requirements of the Board

The Public Health Examining Board shall keep minutes of its meetings and shall transmit the record of all its transactions and recommendations to the Commissioner of Health and Senior Services.

Recodified by R.1990 d.502, effective November 19, 1990.
See: 22 N.J.R. 1977(a), 22 N.J.R. 3545(a).
Amended by R.1998 d.568, effective December 7, 1998.
See: 30 N.J.R. 3005(a), 30 N.J.R. 4212(b).

8:7-1.10 Qualifications of candidates for licensure

(a) Regarding the qualifications of health officer candidates, applicants shall meet one of the following qualifications:

1. Diplomate of the American Board of Preventive Medicine or complete eligibility therefor;

2. Degree of doctor or master from an accredited college or university program in a health-related field recognized as such by the Department of Education such as medicine, osteopathy, veterinary medicine, public health, environmental science, health administration, social work, nursing or health education. The core course work for the degree shall include or be supplemented by at least three credits in each of the following: planning, administration, environmental science, social science, biostatistics and epidemiology at the undergraduate, junior or senior level; and

i. Unless otherwise exempted by statute, satisfactory completion of two years full-time employment in a position providing administrative experience in at least three of the five existing recognized public health activities as specified in N.J.A.C. 8:52.

3. What a candidate for health officer license should know:

i. The health officer is expected to provide leadership in the field of public health in his or her community. In addition to being the chief executive officer of a local health department, he or she is responsible for evaluating the health problems of his community, planning appropriate activities to meet their health problems, developing necessary budget procedures to cover these activities, and directing the department's staff so as to carry out the activities efficiently, economically and in accordance with accepted policies and practices as defined by the New Jersey Department of Health and Senior Services and Public Health Council in N.J.A.C. 8:52, Recognized Public Health Activities and Minimum Standards of Performance for Local Boards of Health in New Jersey. Applicants are examined relative to these essential activities.

(b) Registered environmental health specialist qualifications are as follows:

1. A baccalaureate degree from an accredited college or university recognized as such by the Department of Education, with a minimum of 32 credits in the biological sciences, physical sciences, environmental sciences, and mathematics; and

2. Successful completion of a course in the environment and public health conducted by an accredited college or university recognized as such by the Department of Education. This course must be equivalent to that offered by Rutgers—The State University; and