

Kansas Administrative Regulations

Kansas Department for Aging and Disability Services

Article 38.—Licensure of Adult Care Home Administrators

26-38-10. Change of name or address; replacement licenses.

(a) Each licensee shall notify the board of any name or address change within 30 days of the change. Each licensee who is found to have knowingly or repeatedly failed to comply with this regulation shall be subject to disciplinary action by the board pursuant to K.S.A. 65-3508, and amendments thereto.

(b)(1) Notice of each address change shall be submitted in writing and shall include each of the following:

- (A) The licensee's full legal name;
- (B) the licensee's license number;
- (C) the licensee's previous mailing address; and
- (D) the licensee's new mailing address.

(2) Notice of each name change shall be submitted in writing and shall include each of the following:

- (A) The licensee's previous legal name;
- (B) the licensee's new legal name;
- (C) the licensee's license number; and
- (D) a copy of a marriage certificate, court decree evidencing the change of name, or social security card or driver's license reflecting the new name.

(c) Each licensee seeking a replacement wall or wallet card license shall submit a completed board-approved form for each license, payment of the applicable replacement fee, and, if possible, the most recently issued license.

(Authorized by and implementing K.S.A. 65-3503; effective Oct. 2, 2020.)

***** Authenticated Kansas Administrative Regulation *****