

Notice Number 2024-68

Rule Number Plc 400

1. Agency Name & Address:

**Office of Professional Licensure & Certification  
7 Eagle Square  
Concord, NH 03301**

2. RSA Authority: RSA 310:6, II

3. Federal Authority: n/a

4. Type of Action:

Adoption X

Repeal \_\_\_\_\_

Readoption \_\_\_\_\_

Readoption w/amendment \_\_\_\_\_

5. Short Title: **Inspections**

6. (a) Summary of what the rule says and of any proposed amendments including whether the rule implements a state statute for the first time:

**The Executive Director of the Office of Professional Licensure and Certification (OPLC) is proposing to adopt rules as Chapter Plc 400 to establish the procedures for conducting inspections that are routine or that are conducted in conjunction with license applications. The rules include provisions applicable to all inspections as well as provisions that apply to routine inspections and provisions that apply to inspections conducted in conjunction with initial license applications.**

**The proposed rules do not apply to investigations, as they are covered in Plc 200 on practice and procedure. Rules that apply to inspections conducted in conjunction with renewal license applications are being developed and are expected to be proposed together with changes to Plc 300 on licensure of regulated professions, relative to such inspections in the near future.**

6. (b) Brief description of the groups affected:

**The proposed rules will affect any licensee who has an established office or other place of business that is subject to profession-specific requirements.**

6. (c) Specific section or sections of state statute or federal statute or regulation which the rule is intended to implement:

Rule	State Statute(s) Implemented
Plc 400	RSA 310:6, II

7. Contact person for copies and questions including requests to accommodate persons with disabilities:

Name: **Gretchen Hamel**

Title: **Program Specialist IV**

Mailing **OPLC**

Phone #: **Please contact via email**

Address: **7 Eagle Square**

Fax #: **[discontinued]**

**Concord, NH 03301**

E-mail: [Gretchen.R.Hamel1@opl.nh.gov](mailto:Gretchen.R.Hamel1@opl.nh.gov)

The rules can be reviewed on-line at  
<https://www.oplc.nh.gov/oplc-laws-and-rules>

TTY/TDD Access: Relay NH 1-800-735-2964  
or dial 711 (in NH)

8. Deadline for submission of materials in writing or, if practicable for the agency, in the electronic format specified: **4:00 PM on Wednesday, May 22, 2024**

Please submit comments to [OPLC-Rules@oplc.nh.gov](mailto:OPLC-Rules@oplc.nh.gov)

Fax

E-mail

Other format (specify):

9. Public hearing scheduled for:

Date and Time: **Wednesday, May 15, 2024 at 1:30 PM**

Physical Location: **Board Room (2<sup>nd</sup> Floor), Office of Professional Licensure & Certification, 7 Eagle Square, Concord, NH 03301**

Electronic Access (if applicable): **Not applicable**

10. Fiscal Impact Statement (Prepared by Legislative Budget Assistant):

FIS # 24:065 , dated 04/05/2024

**1. Comparison of the costs of the proposed rule(s) to the existing rule(s):**

Not applicable as these are new rules.

**2. Cite the Federal mandate. Identify the impact on state funds:**

No federal mandate, no impact on state funds.

**3. Cost and benefits of the proposed rule(s):**

The proposed rules establish definitions and inspection procedures for all types of inspections done by inspectors representing the Office of Professional Licensure and Certification. The proposed rules have no cost or benefits to state funds, citizens, political subdivisions, or independently owned businesses.

**A. To State general or State special funds:**

None.

**B. To State citizens and political subdivisions:**

None.

**C. To independently owned businesses:**

None.

11. Statement Relative to Part I, Article 28-a of the N.H. Constitution:

**The rules do not apply to political subdivisions, and do not impose any costs. The rules thus do not mandate or assign any new, expanded, or modified programs or responsibilities to any political subdivision in such a way as to necessitate additional local expenditures and so do not violate Part I, Article 28-a of the N.H. Constitution.**