

LOUISIANA LICENSING GUIDE



Louisiana
Workforce
Commission

LOUISIANA LICENSING GUIDE



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Louisiana Workforce Commission

MISSION

The mission of the Louisiana Workforce Commission is to help strengthen and stabilize the Louisiana economy by building a well-trained, quality workforce, by providing an efficient labor market exchange, and by helping to maintain a workplace that is supportive of worker safety and productivity.

The Louisiana Workforce Commission, Office of Occupational Information Services, Research and Statistics Division, P.O. Box 94094, Baton Rouge, Louisiana Rouge 70804-9094 published this document for users and producers of occupational information. This booklet was printed in accordance with the standards for printing by state agencies established pursuant to RS 43.31. An initial printing of 500 copies cost approximately \$.50 per copy.



Louisiana Workforce Commission

Bobby Jindal
Governor

Tim Barfield
Executive Director

OFFICE OF THE EXECUTIVE DIRECTOR

Dear Reader:

The revised 2008 edition of the *Louisiana Licensing Guide* has been updated with the latest statewide licensure information.

The publication is a useful tool for students, counselors, program planners, and anyone contemplating career fields. Individuals wishing to start a business will also find contact information necessary to obtain a business license. It is also intended to offer a guide for those wanting to obtain the necessary requirements of occupational licenses in Louisiana.

You will note that many of the regulating authorities have included a Web address for additional information. This publication will be included with those addresses activated on the Louisiana Workforce Commission's (LWC) Web site at www.LAWORKS.net. You may download the publication in Portable Document Format (PDF) by clicking on Labor Market Information in the left-side menu of the LWC homepage. Next, choose LMI Downloads (Forms, Publications, etc.) or access it from the LOIS/Scorecard database under Licensed Occupations.

We thank the listed boards, commissions, and state agencies for their response to our request for updated information. This response has enabled us to empower the current and future Louisiana workers with a timely and accurate, decision-making career tool.

Cordially,

A handwritten signature in black ink, appearing to read "Tim Barfield".

Tim Barfield
Executive Director

Labor Market Information Customer Survey Louisiana Licensing Guide

A. Which type of user best describes you?

- _____ Youth (18 years old or less)
- _____ Jobseeker
- _____ Business
- _____ Other (Please specify) _____

B. Did this publication help you find a job or a training program?

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No Opinion

C. For the following, please indicate the extent to which you agree by checking the appropriate box.

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No Opinion
a) The data were easy to understand						
b) The data met my needs						

**D. Overall, how would you rate the Louisiana Licensing Guide ?
(Check the appropriate box.)**

Excellent	Good	Average	Fair	Poor	No Opinion

E. Any suggestions for improvements or changes:

THANK YOU FOR YOUR PARTICIPATION IN THE LMI CUSTOMER SURVEY.

Fax to: 225-342-9192 or Mail to: Louisiana Workforce Commission, Research and Statistics Division/LMI Unit, P.O. Box 94094, Baton Rouge, LA 70804-9094.
Questions or comments toll free – 888-302-7662.

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LOUISIANA LICENSING GUIDE

INTRODUCTION AND SCOPE

Empowered by the people to protect the health, welfare, and safety of the populace, state governments use professional and occupational regulations to assist in carrying out this charge. Such regulations are designed to guarantee that minimum standards are instituted and met by all licensed, certified, and registered practitioners.

The *Louisiana Licensing Guide* was prepared by the Louisiana Workforce Commission, Office of Occupational Information Services, Research and Statistics Division, in response to the need for centralized, convenient, and easy-to-understand licensure information. It has been developed to provide information about occupations that are regulated in some way by state boards, commissions, and agencies. In addition, it provides insight into career decision making for students, counselors, educational training program planners and administrators, policy boards, economic development personnel, the unemployed, employers, and other interested persons.

Although this publication attempts to include all occupations licensed, certified, or registered by state agencies, some occupations may have been inadvertently omitted. This publication does not include occupations regulated by federal agencies or local municipalities.

Information in the guide was supplied primarily by the pertinent regulating authorities and licensing boards, and is presented here in summary form. The regulating authority should be contacted for answers to specific questions concerning license length, renewal requirements, testing dates and locations, and any fees associated with the licensing process.

The Standard Occupational Classification (SOC) code may be used to access data on wages in the [LOIS \(Louisiana Occupational Information System\) / Scorecard](#) portion of the Louisiana Workforce Commission's Web site, as well as data on projections by occupation. The 2004 to 2014 projections will give data users an opportunity to see the expected 10 year growth for each occupation by matching the SOC codes to the codes used in this file. To access this information go to www.LAWORKS.net, select [Labor Market Information](#) from the left-side menu and then access [Employment Projections](#). You now can choose to view data on several topics. If you click on Occupations you will be able to match SOC Codes in the Licensing Guide to both wages and projections for the appropriate occupational code.

This guide contains a separate section for business licenses, certificates, and registrations. In addition to information contained here, additional licenses or permits (i.e. business licenses, inspection certificates, etc.) may be required. Information on starting a business in Louisiana may be obtained from the [Secretary of State's Geaux Biz](#), P.O. Box 94125, Baton Rouge, LA 70804-9125, telephone (225) 925-4704, fax (225) 925-4726, and email steve.windham@sos.louisiana.gov.

Existing occupational requirements and regulations are subject to change. The Research and Statistics Division plans to update the Web site product of this publication when changes are needed and would appreciate receiving necessary corrections or changes to the information presented in this edition. Louisiana Workforce Commission, Research and Statistics Division, P.O. Box 94094, Baton Rouge, LA 70804-9094, telephone (225) 342-3141, fax (225) 342-9192, and email OOIS@ldol.state.la.us.

This publication may be viewed as well as downloaded in Portable Document Format (PDF) form from the Louisiana Workforce Commission's Web site at www.LAWORKS.net. Select [Labor Market Information](#) from the left-side menu. Scroll down the page and access [LMI Downloads \(Forms, Publications, etc.\)](#), and select [Louisiana Licensing Guide](#).

LOUISIANA LICENSING GUIDE

SECTION I

OCCUPATIONAL LICENSES

- *Regulatory Authority*
- *Contact Information*
- *Job Description*
- *Education and Training*
- *Current Hourly/Annual Salary*
- *Requirements for License*
- *License Fees*
- *Authorizing Statute/s*

LOUISIANA LICENSING GUIDE

ACUPUNCTURIST

SOC CODE: 29-1199

Regulatory Authority: Louisiana State Board of Medical Examiners
Office of Continuing Education & Resources
630 Camp Street
New Orleans, LA 70130-3400

Phone: (504) 568-6820, Extension 234 or 267
Fax: (504) 599-0503
Web site: www.lsbme.louisiana.gov
Email: lsbmever@lsbme.org
Period of License: 1 Year
Minimum Age: Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Inserts fine needles at specific points below the surface of the skin to treat patients.	Hourly: \$44.92 Annual: \$93,440	Complete physician training and licensure. Six months training in traditional Chinese acupuncture, or complete 300 credit hours of continuing medical education.

REQUIREMENTS FOR LICENSE

- Must be a Louisiana-licensed medical doctor to practice acupuncture in the state of Louisiana.
- Must have at least six months of training in traditional Chinese acupuncture in a school or clinic approved by the Board, or have 300 credit hours of continuing medical education in acupuncture designated as category one continuing medical education hours by the American Medical Association.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Contact Regulatory Authority	Contact Regulatory Authority	R.S. 37:1356 - 1360

LOUISIANA LICENSING GUIDE

ACUPUNCTURIST ASSISTANT

SOC CODE: 29-1071

Regulatory Authority: Louisiana State Board of Medical Examiners
Office of Continuing Education & Resources
630 Camp Street
New Orleans, LA 70130-3400

Phone: (504) 568-6820, Extension 234 or 267
Fax: (504) 599-0503
Web site: www.lsbme.louisiana.gov
Email: lsbmever@lsbme.org
Period of License: Certification - Contact Regulatory Authority
Minimum Age: Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Work under the direction, control, and supervision of a physician and perform such duties, services, and functions pertaining to acupuncture as assigned by said employer.	Hourly: \$24.30 Annual: \$50,540	Complete 36 months of training in traditional Chinese acupuncture, or pass certification exam.

REQUIREMENTS FOR CERTIFICATION

- Successful completion of 36 months of training in a school or clinic of traditional Chinese acupuncture approved by the Board.
- Or an individual who has been appointed or employed at a licensed or accredited Louisiana hospital, medical school, or clinic to perform acupuncture for reserach purposes.
- Or successfully pass the certification examination given by the National Certification Commission for Acupuncture and Oriental Medicine.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Contact Regulatory Authority	Contact Regulatory Authority	R.S. 37:1358

LOUISIANA LICENSING GUIDE

AMUSEMENT RIDE OR ATTRACTION INSPECTOR

SOC CODE: 39-3091

Regulatory Authority: Mechanical Safety Manager
Office of the State Fire Marshal
8181 Independence Boulevard
Baton Rouge, Louisiana 70806-6413

Phone: (225) 925-3657
Fax: (225) 925-3813
Web site: www.dps.state.la.us
Email: bowens@dps.state.la.us
Period of License: 1 Year
Minimum Age: None

Job Description

Perform detailed inspections of amusement rides and recreational equipment, detail firework outlets, and licensed public displays.

Average Hourly/Annual

Wage-June 2007

Hourly: \$7.01

Annual: \$14,590

Training/Education

On-the-job-training in most places. Most people already have a skill or trade in a previous unrelated field of study such as mechanics, engineering, construction, etc.

REQUIREMENTS FOR LICENSE

- Must possess a current level I NAARSO license issued by the Department of Public Safety, Office of the State Fire Marshal, Amusement Inspection Section. Log onto www.NAARSO.com to find out more information about this certification.

<u>Initial License Fee/s</u> \$50	<u>Renewal License Fee/s</u> \$25	<u>Authorizing Statute</u> RS 1484.5©
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LOUISIANA LICENSING GUIDE

ARCHITECT

SOC CODE: 17-1011

Regulatory Authority: Louisiana State Board of Architectural Examiners
9625 Fenway Avenue, Suite B
Baton Rouge, Louisiana 70809-1413

Phone: (225) 925-4802
Fax: (225) 925-4804
Web site: None
Email: bd@lsbae.brcoxmail.com
Period of License: 1 Year
Minimum Age: 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Plan and design structures, such as private residences, office buildings, theaters, factories, and other structural property.	Hourly: \$29.30 Annual: \$60,940	This occupation requires a 5-year Bachelor of Architecture for incoming freshmen. A 2-year master's degree is offered at the graduate level.

REQUIREMENTS FOR LICENSE

- Must be a graduate of a National Architectural Accrediting Board (NAAB) accredited college, 5-year degree.
- Must complete the Intern Development Program.
- Must pass the Architect Registration Exam.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
In State Residents—\$75 Out of State Residents—\$300	In State Residents—\$75 Out of State Residents—\$150	R.S.37 Chapter 3 as amended in 2001

LOUISIANA LICENSING GUIDE

ARCHITECT, LANDSCAPE

SOC CODE: 17-1012

Regulatory Authority: Louisiana Horticulture Commission
P. O. Box 3596
Baton Rouge, Louisiana 70821-3596

Phone: (225) 952-8100
Fax: (225) 925-3760
Web site: www.ldaf.state.la.us
Email: horticulture@ldaf.state.la.us
Period of License: 1 Year
Minimum Age: 18

Job Description

Plan and design land areas for such projects as parks and other recreational facilities, airports, highways, hospitals, schools, land subdivisions, and commercial, industrial, and residential sites.

Average Hourly/Annual

Wage-June 2007

Hourly: \$23.53
Annual: \$48,940

Training/Education

These jobs require a Bachelor's degree at the entry level. In most colleges a bachelor's degree takes four-plus years to complete. Most employers require experience or at least a year of internship.

REQUIREMENTS FOR LICENSE

- Must have a degree plus 1 year of experience.
- National exam given twice a year.
- Fee changes each year with the cost of exam plus a \$200 administrative fee.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75	\$75	3:3801 et seq.

LOUISIANA LICENSING GUIDE

ART THERAPIST, SCHOOL

SOC CODE: 29-1129

Regulatory Authority: Louisiana Department of Education
P. O. Box 94064
Baton Rouge, Louisiana 70804-9064

Phone: (225) 342-3490
Fax: (225) 342-3499
Web site: www.louisianaschools.net
Email Address: customerservice@la.gov
Period of License: Varies
Minimum Age: Not Applicable

Job Description

Teach clients to express their feelings, through art by using paint, paper, clay, and collage.

Average Hourly/Annual

Wage-June 2007

Hourly: \$21.74
Annual: \$45,230

Training/Education

According to the American Art Therapy Association
"Professional entry to the field of Art Therapy requires, at a minimum, a Master's Degree."
One must be trained in art and therapy.

REQUIREMENTS FOR LICENSE

- Eligibility Requirements: evidence of successful completion of accredited art therapy degree program, and current registration or membership in the American Art Therapy Association.
- Requirements of the educational program: three semester hours, Introduction to Education of Exceptional Children and three semester hours, Psychology of Exceptional Children.
- Fifty (50) percent of preclinical experience must have been directed toward a population aged zero through 21 years, in both institutional and school settings.
- Renewal Guidelines: the Louisiana employing authority must request renewal at the time of any change of employment systems.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$25	Must contact Regulatory Authority

LOUISIANA LICENSING GUIDE

ATHLETIC TRAINER

SOC CODE: 29-9091

Regulatory Authority: Louisiana State Board of Medical Examiners
Office of Continuing Education
630 Camp Street
New Orleans, Louisiana 70130-3400

Phone: (504) 568-6820, or Extension 233
Fax: (504) 599-0503
Web site: www.lsbme.louisiana.gov
Email: lsbmever@lsbme.org
Period of License: 1 Year
Minimum Age: Not Applicable

Job Description

Evaluate, advise, and treat athletes to assist recovery from injury, avoid injury, or maintain peak physical fitness.

Average Hourly/Annual Wage-June 2007

Hourly: Not available
Annual: \$36,820

Training/Education

Requires a bachelor's degree from a four year accredited college. Louisiana requires possession of a degree in physical therapy from an accredited college approved by the Board, successfully complete a basic athletic training course, and take a first aid course approved by the American Red Cross.

REQUIREMENTS FOR CERTIFICATION

- Must pass the National Athletic Trainers' Association examination.
- **Note:** An *athletic trainer* is not a physical therapist.

<u>Initial License Fee/s</u> Contact Regulatory Authority	<u>Renewal License Fee/s</u> Contact Regulatory Authority	<u>Authorizing Statute</u> R.S.37:3301-3312
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LOUISIANA LICENSING GUIDE

ATTORNEY

SOC CODE: 23-1011

Regulatory Authority: Louisiana Committee on Bar Admissions
2800 Veterans Memorial Boulevard, Suite 310
Metairie, Louisiana 70002-6185

Phone: (504) 836-2420
Fax: (504) 834-1449
Web site: www.lascba.org
Email: denisel@lascba.org
Period of License: 1 Year
Minimum Age: None (Must be licensed to practice law in Louisiana)

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Represent clients in criminal and civil litigation and other legal proceedings.	Hourly: \$45.00 Annual: \$93,590	Attorneys require 7 years of education after high school. Four years of undergraduate study, and three years of law school. Must possess a bachelor's degree to qualify for admission into law school. Law school graduates receive the degree of juris doctor (J.D.).

REQUIREMENTS FOR LICENSE

- Must complete and pass the bar examination administered by the Committee on Bar Admissions of the Supreme Court of Louisiana.
- Each attorney must complete the requirements of the Mandatory Continuing Legal Education program administered by the Louisiana State Bar Association, and pay annual membership dues to the Louisiana State Bar Association, plus an annual assessment to the Louisiana Attorney Disciplinary Board. **Licenses issued by the Louisiana Supreme Court.**

<u>Initial License Fee/s Dues & Assesment</u>	<u>Renewal License Fee/s Dues & Assesment</u>	<u>Authorizing Statute</u>
License Fees: \$265 Dues and Assessment: \$265	Dues and Assessment: \$265	Act 54 of 1940

LOUISIANA LICENSING GUIDE

AUCTIONEER

SOC CODE: 41-9099

Regulatory Authority: Auctioneer's Licensing Board
8017 Jefferson Highway, Suite A-2
Baton Rouge, Louisiana 70809-1681

Phone: (225) 922-2329
Fax: (225) 925-1892
Web site: www.lalb.org
Email: auctionboard@eatel.net

Period of License: 1 Year
Minimum Age: 18

Job Description

Conduct sales at which property or goods are sold to the person offering the highest purchase price of an item.

Average Hourly/Annual

Wage-June 2007

Hourly: \$13.29
Annual: \$27,650

Training/Education

Must complete approved pre-licensing studies at a Board approved school, or a one-year apprenticeship approved and licensed by the Board. Also must have six hours per year of Board approved continuing education to maintain license.

REQUIREMENTS FOR LICENSE

- Must be at least 18 years of age.
- Must be citizen of the United States or legal resident.
- Must be of good moral character and cannot have a felony conviction.
- Must have done one of the following:
 - a. Attended and successfully completed a course of auctioneering at an approved auction school that is on the list of approved schools.
 - b. Completed a one year apprenticeship with a Louisiana licensed auctioneer .

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$300	\$150/\$300	37:3101

LOUISIANA LICENSING GUIDE

AUDIOLOGIST

SOC CODE: 29-1121

Regulatory Authority: Louisiana Board of Examiners for Speech-Language Pathology and Audiology
18550 Highland Road, Suite B
Baton Rouge, Louisiana 70809-6107

Phone: (225) 756-3480
Fax: (225) 756-3472
Web site: www.lbespa.org
Email: aud-slp@lbespa.org
License Period: 1 Year
Minimum Age: Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Assess and treat persons with hearing and related disorders	Hourly: \$28.42 Annual: \$59,120	Licensing for this field of study at the entry level requires a master's degree or higher in an accredited program.

REQUIREMENTS FOR LICENSE

- Master's degree in Audiology.
- Must obtain a passing score on the PRAXIS Examination (600).
- Must have at least 1820 clinical practicum hours, 375 of which must have been obtained through direct patient or client contact.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$125 Audiology \$150 Audiology with Hearing Aid Dispensing	\$65 Audiology \$75 Audiology with Hearing Aid Dispensing	Title 37 Chapter 34:2650-2666

LOUISIANA LICENSING GUIDE

BARBER

SOC CODE: 39-5011

Regulatory Authority: Louisiana State Board of Barbers Examiners
P. O. Box 14029
Baton Rouge, Louisiana 70898-4029

Phone: (225) 925-1701
Fax: (225) 925-1703
Web site: None
Email: None
Period of License: 1 Year (January – December)
Minimum Age: 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Provide barbering services such as cutting, trimming, shampooing, and styling hair, trimming beards or giving shaves.	Hourly: \$10.88 Annual: \$22,630	Educational programs usually take from 9-24 months to complete at a licensed registered barber school.

REQUIREMENTS FOR LICENSE

- Must have completed 1500 hours of training at a licensed registered barber school.
- Participating in a Registered Apprenticeship Program under the requirements for Barber's license.
- Completed Registered Barber's Apprenticeship Program.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$40	\$40	R.S.37:352

LOUISIANA LICENSING GUIDE

BLOOD ALCOHOL ANALYST FOR LAW ENFORCEMENT

SOC CODE: 29-2011

Regulatory Authority: Department of Public Safety and Corrections
Supervisor, Toxicology Unit
Louisiana State Police Crime Lab
P. O. Box 66614
Baton Rouge, Louisiana 70896-6614

Phone: (225) 925-6216

Fax: (225) 925-6217

Web site: None

Email: None

Period of License: 2 Years

Minimum Age: Not Applicable

Job Description

Performing forensic testing and examinations of body fluids, tissues, cells, or blood solely for the purpose of law enforcement and the state's criminal justice system.

Average Hourly/Annual

Wage-June 2007

Hourly: \$20.51

Annual: \$42,670

Training/Education

A four year bachelor degree with a major in medical technology, or any one of the life sciences; associate degree (2-3 years) from a junior or community college; certification which is a voluntary process by which a nongovernmental organization, such as a professional society or certifying agency, grants recognition to an individual whose professional competence meets prescribed standards.

REQUIREMENTS FOR LICENSE

- **Special Note:** The same regulations apply for all Toxicologists for law enforcement.

<u>Initial License Fee/s</u> None	<u>Renewal License Fee/s</u> None	<u>Authorizing Statute</u> Must contact the Regulatory Authority
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LOUISIANA LICENSING GUIDE

BOILER INSPECTOR

SOC CODE: 47-2011

Regulatory Authority: Office of the State Fire Marshal
Mechanical Safety Manager
8181 Independence Boulevard
Baton Rouge, Louisiana 70806-6413

Phone: (225) 925-4297
Fax: (225) 925-3813
Web site: www.dps.state.la.us/sfm
Email: bowens@dps.state.la.us
Period of License: 1 Year
Minimum Age: None

Job Description

Perform detailed inspections of high pressure boilers and vessels. Also, assist in testing assembled vessels.

Average Hourly/Annual Wage-June 2007

Hourly: \$20.08
Annual: \$41,770

Training/Education

Apprenticeship that lasts up to four years is the most common training for this job, plus an estimated 144 class hours. A license can also be obtained from trade or technical schools, or employer provided trainings.

REQUIREMENTS FOR LICENSE

- Must hold a card obtained from the National Board of Boiler and Pressure Vessel Inspectors.

<u>Initial License Fee/s</u> \$40	<u>Renewal License Fee/s</u> \$20	<u>Authorizing Statute</u> Title 23, Chapter 5
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LOUISIANA LICENSING GUIDE

CALIBRATION TECHNICIAN, DAIRY INDUSTRY

SOC CODE: 17-3023

Regulatory Authority: Dairy Stabilization Board
P. O. Box 3098
Baton Rouge, Louisiana 70821-3098

Phone: (225) 922-1346
Fax: (225) 237-5646
Web site: www.ldaf.state.la.us
Email: gail_m@ldaf.state.la.us
Period of License: 2 Years
Minimum Age: 18

Job Description

Develop, test, *calibrate* (adjusts or regulate), operate and repair electrical, mechanical, electromechanical, electro-hydraulic, or electronic measuring and recording instruments, apparatus, and equipment.

Average Hourly/Annual

Wage-June 2007

Hourly: \$23.69
Annual: \$49,270

Training/Education

In some cases formal training is not required, but employers generally prefer to hire persons who hold a two-year associate degree. Training is available at most community colleges, technical schools, public and private vocational-technical schools, and universities.

REQUIREMENTS FOR LICENSE

- License authorizes individuals to measure and sample milk and cream for butterfat content, and to calibrate the Milko-Tester III and other similar devices.
- Must first make application to the Commissioner of Agriculture and Forestry, and take written practical examination.
- Must attend a training session conducted by the Department of Agriculture and Forestry, and the Department of Health every two years.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
None	Contact agency above	R.S.3:4006

LOUISIANA LICENSING GUIDE

CERTIFIED PUBLIC ACCOUNTANT (CPA)

SOC CODE: 13-2011

Regulatory Authority: State Board of Certified Public Accountants
601 Poydras Street, Suite 1770
New Orleans, Louisiana 70130-6022

Phone: (504) 566-1244
Fax: (504) 566-1252
Web site: www.cpaboard.state.la.us
Email: sitemaster@cpaboard.state.la.us
Period of License: 1 Year (January 1 – December 31)
Minimum Age: None

Job Description

Examine, analyze, and interpret accounting records for the purpose of giving advice or preparing statements. Install or advise on systems of recording costs or other financial and budgetary data.

Average Hourly/Annual

Wage-June 2007

Hourly: \$24.16
Annual: \$50,240

Training/Education

This job will require at least a four-year bachelor's degree in accounting or a related field, with at least 24 hours in accounting or auditing.

REQUIREMENTS FOR LICENSE

- Must pass all four parts of the CPA exam.
- Must have 1 year of work experience under the supervision of a licensed CPA.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100	(L) \$85 Inactive \$20	Must contact Regulatory Authority

LOUISIANA LICENSING GUIDE

CHIROPRACTOR

SOC CODE: 29-1011

Regulatory Authority: Louisiana Board of Chiropractic Examiners
8621 Summa Avenue
Baton Rouge, Louisiana 70809-3678

Phone: (225) 765-2322
Fax: (225) 765-2640
Web site: www.lachiropracticboard.com
Email: lsbce@eatel.net
Period of License: 1 Year
Minimum Age: 21

Job Description

Adjust spinal column and other articulations of the body to correct abnormalities of the human body that may be caused by interference with the nervous system.

Average Hourly/Annual

Wage-June 2007

Hourly: \$39.62
Annual: \$82,420

Training/Education

A four-year bachelor's degree, plus four years of chiropractic college courses in an accredited program that yields a Doctor of Chiropractic degree (at least sixty hours of course work).

REQUIREMENTS FOR LICENSE

- Must possess a good moral character, and be a high school graduate.
- Must have completed at least sixty hours of course work at an accredited college or university of liberal arts or science.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Regular: \$150 Reciprocity: \$200	\$200	LSA R.S.37:2801 et seq.

LOUISIANA LICENSING GUIDE

COSMETOLOGIST OR BEAUTICIAN OR BEAUTY OPERATOR

SOC CODE: 39-5012

Regulatory Authority: Louisiana State Board of Cosmetology
11622 Sunbelt Court
Baton Rouge, Louisiana 70809-4208

Phone: (225) 756-3404
Fax: (225) 756-3410
Web site: www.lsbclouisiana.gov
Email: lsbc@lsbc.state.la.us
Period of License: 1 Year
Minimum Age: 16

Job Description

Provide beauty services, such as shampooing, cutting, coloring, and styling hair, and massaging and treating scalp. May also apply makeup, dress wigs, perform hair removal, and provide nail and skin care services.

Average Hourly/Annual

Wage-June 2007

Hourly: \$10.08
Annual: \$20,960

Training/Education

The course of study lasts from nine to twenty-four months, and includes classroom study, demonstration of skills, and practical work. It is offered by both private and public organizations.

REQUIREMENTS FOR LICENSE

- Must have completed the tenth grade or equivalent.
- Must have graduated from an accredited cosmetology school, pass a written exam, and abide by the rules and regulations of the Board of Cosmetology.

Initial License Fee/s

Individual Cosmetologist: \$25
Shampoo Assistant: \$25
Manicurist: \$25
Esthetician: \$25
Teacher or Instructor: \$25
Shop: \$30

Renewal License Fee/s

Individual Cosmetologist: \$25
Shampoo Assistant: \$25
Manicurist: \$25
Esthetician: \$25
Teacher or Instructor: \$25
Shop: \$30

Authorizing Statute

Cosmetology Act 37:561-607

LOUISIANA LICENSING GUIDE

COSMETOLOGIST CONTINUED

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Individual Alternative Hair Designer: \$25 Microdermabrasion: \$25 Make-Up Application: \$25	Individual Alternative Hair Designer: \$25 Microdermabrasion: \$25 Make-Up Application: \$25	Cosmetology Act 37:561-607

NEW JOB TITLES THAT RELATE TO COSMETOLOGY

Alternative Hair Designer

(Permit)

Requirements for Certification

- Beginning on April 1, 2003, a special permit authorizing the performance of alternative hair care shall be issued to any person who presents evidence to the Board of completion of the alternative hair design curriculum and successfully passes the exam administered by the Board.

Esthetician

(Certification)

Requirements for Certification

- In order to receive a certificate of registration as a registered esthetician a person shall meet all of the following requirements:
 - a) Must have, at the time of completion of the required schooling, the equivalent training as would be contemplated in the satisfactory completion of the tenth grade from an approved school.
 - b) Must have satisfactorily passed an examination conducted by the Board to determine applicant's fitness to receive a certificate of registration.
 - c) Must have paid the appropriate fees set forth in R.S. 37:599.

LOUISIANA LICENSING GUIDE

COSMETOLOGIST CONTINUED

Make-Up Application (Permit)

Requirements for Certification

- Beginning April 1, 2003, a special permit authorizing the practice or application of cosmetic preparations or make-up shall be issued to any person who presents evidence to the Board of completion of 40 hours of training in the application of cosmetic preparations or make-up.

Manicurist (Certification)

Requirements for Certification

- In order to receive a certificate of registration as a registered manicurist a person shall, meet all of the following requirements:
 - a) Must have, at the time of completion of the required schooling, the equivalent training as would be contemplated in the satisfactory completion of the tenth grade from an approved high school.
 - b) Must have satisfactorily passed an examination conducted by the Board to determine applicant's fitness to receive a certificate of registration.
 - c) Must have paid the appropriate fee set forth in R.S. 37:599.
 - d) Obtain a certificate as a registered manicurist at a registered or licensed school of cosmetology approved by the Board.

Microdermabrasion (Certification)

Requirements for Certification

- Beginning on April 1, 2003, a special permit authorizing the performance of microdermabrasion shall be issued to any person who meets the following requirements:
 - a) A currently licensed esthetician in the state of Louisiana.
 - b) Any licensed cosmetologist or electrologist who presents satisfactory evidence of completion of at least 200 hours of study in esthetics.
- In addition to the above requirements, the applicant must present satisfactory evidence of completion of a training course on the operation of the esthetics grade microdermabrasion equipment to be used.

LOUISIANA LICENSING GUIDE

COSMETOLOGIST CONTINUED

Shampoo Assistant (Permit)

Requirements for Permit

- Must have successfully completed at least 40 hours of training in shampooing, draping and rinsing, and pass the test administered by the Board.
- No person holding a current cosmetology license shall be required to obtain a special permit to shampoo.

Teacher or Instructor (Certification)

Requirements for Certification

- No person shall teach cosmetology, esthetics, or manicuring without a certificate of registration issued by the Board.
- In order to receive a certificate of registration as a registered teacher of cosmetology, esthetics, or manicuring, a person shall meet all of the following requirements:
 - a) Must possess a high school diploma or its equivalent as determined by the Board of Elementary and Secondary Education.
 - b) Must have completed and passed the curriculum for the teacher's training course under the supervision of a licensed teacher for a minimum study of five hundred hours in not less than three months.
- A person shall meet the following requirements in order to obtain a certificate of registration as a registered teacher of cosmetology, esthetics, or manicuring:
 - a) To obtain a certificate as registered teacher of cosmetology, a person shall possess a cosmetology certificate, and have successfully passed the examination prescribed by the Board for certification as a teacher of cosmetology.
 - b) To obtain a certificate as a registered teacher of esthetics, a person shall possess an esthetics or cosmetology certificate, and have successfully passed the examination prescribed by the Board for certification as a teacher of esthetics.
 - c) To obtain a certificate as a registered teacher of manicuring, a person shall possess a manicuring or cosmetology certificate and have successfully passed the examination prescribed by the Board for certification as teacher of manicuring.

LOUISIANA LICENSING GUIDE

COSMETOLOGIST CONTINUED

- A person shall also meet the following requirements in order to obtain a certificate of registration as a registered esthetician:
 - a) To obtain a certificate as a registered esthetician, a person shall have completed and passed an esthetics course at a registered or licensed school of cosmetology approved by the Board.

LOUISIANA LICENSING GUIDE

COUNSELOR, MENTAL HEALTH

SOC CODE: 21-1014

Regulatory Authority: State of Louisiana Licensed Professional Counselors
8631 Summa Avenue
Baton Rouge, Louisiana 70809-3678

Phone: (225) 765-2515
Fax: (225) 765-2514
Web site: www.lpcboard.org
Email: lpcboard@eatel.net
Period of License: 2 years
Minimum Age: 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Council with emphasis on prevention. Work with individuals and groups to promote optimal mental health.	Hourly: \$15.05 Annual: \$31,300	Requires a graduate degree the substance of which is professional mental health counseling in content from a regionally accredited institution of higher education offering a master's and or doctoral program in counseling that is approved by the board and has accumulated at least forty-eight graduate semester hours as part of the graduate degree plan containing the eight required areas, and supervised internship in mental health counseling as defined by rules adopted by the board.

REQUIREMENTS FOR LICENSE

- Must have a master's degree to include 48 graduate hours with 8 prescribed content areas, and have a mental health counseling practicum of 100 hours and an internship (Mental Health) 300 hours.
- Must pass the National Counselors Exam (NCE) with 3000 hours of post masters supervised experience under the supervision of a Board approved Licensed Professional Counselor (LPC) supervisor over a minimum of 2 years, not to exceed 7 years.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
LPC: \$200 LMFT: \$200	LPC: \$200 LMFT: \$200	R.S. 37:1101-1122

LOUISIANA LICENSING GUIDE

DENTAL HYGIENIST

SOC CODE: 29-2021

Regulatory Authority: Louisiana State Board of Dentistry
365 Canal Street, Suite 2680
New Orleans, Louisiana 70130-1170

Phone: (504) 568-8574
Fax: (504) 568-8598
Web site: www.lsbdb.org
Email: None
Period of License: 2 Years
Minimum Age: 18

Job Description

Clean teeth and examine oral areas, head, and neck for signs of oral disease. May educate patients on oral hygiene, take X-rays, or apply fluoride or sealants.

Average Hourly/Annual

Wage-June 2007

Hourly: \$28.54
Annual: \$59,370

Training/Education

An associate degree is sufficient for practice in a private dental office. However, a bachelor's or master's degree is usually required for research, teaching, or clinical practice in public or school health programs.

REQUIREMENTS FOR LICENSE

- Persons who perform oral prophylaxis, deep scaling, root planning, polishing with hand or mechanical instruments and other such related duties authorized by the Louisiana State Board of Dentistry under the direct on-premises supervision of a licensed dentist must pass a written and clinical test given by one of the regional dental testing agencies, to be licensed.
- Must have graduated from a training school of dental hygienists approved by the Louisiana State Board of Dentistry, and be a citizen or legal resident of the United States.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
(Exam): \$325 LBC: \$900	\$150	RS 37:795, LAC 46:XXXIII.417

LOUISIANA LICENSING GUIDE

DENTIST, GENERAL

SOC CODE: 29-1021

Regulatory Authority: Louisiana State Board of Dentistry
365 Canal Street, Suite 2680
New Orleans, Louisiana 70130-1170

Phone: (504) 568-8574
Fax: (504) 568-8598
Web site: www.lsbd.org
Email: None
Period of License: 2 Years
Minimum Age: 18

Job Description

Diagnose and treat diseases, injuries, and malformations of teeth and gums, and related oral structures. May treat disease of nerve, pulp, and other dental tissues affecting vitality of teeth.

Average Hourly/Annual

Wage-June 2007

Hourly: \$46.09

Annual: \$95,870

Training/Education

Dental schools require a minimum of two years college level pre-dental education, but most students attain a bachelor's degree. Must pass the Dental Admissions Test before being considered for graduate school that lasts for four academic school years.

REQUIREMENTS FOR LICENSE

- Must have graduated from an accredited school of dentistry approved by Louisiana Board of Dentistry, according to the rules and regulations.
- Pass written and clinical tests given by the regional dental testing agencies.
- Pass the Joint Commission on National Dental Examination.
- Must be a citizen or permanent resident of the United States.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Exam: \$800 LBC: \$2,100	\$400	RS 37:795, LAC 46:XXXIII-415

LOUISIANA LICENSING GUIDE

DIETITIAN OR NUTRITIONIST

SOC CODE: 29-1031

Regulatory Authority: Louisiana Board of Examiners in Dietetics and Nutrition
18550 Highland Road, Suite B
Baton Rouge, Louisiana 70809-6107

Phone: (225) 756-3490
Fax: (225) 756-3472
Web site: www.lbedn.org
Email: admin@lbedn.org
Period of License: 1 Year
Minimum Age: Not Applicable

<u>Job Description</u> Plan and conduct food service or nutritional programs to assist in the promotion of health, and control of disease.	<u>Average Hourly/Annual Wage-June 2007</u> Hourly: \$19.72 Annual: \$41,010	<u>Training/Education</u> Requires, at a minimum, a bachelor's degree from an accredited program in dietetics or nutrition.
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REQUIREMENTS FOR LICENSE

- Must have 900 hours of internship.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$90 Licensed Diet/Nutr \$95 Provisional LDN	\$60 Licensed Diet/Nutr \$30 Provisional LDN	Title 37 Chapter 41:3081-3094

LOUISIANA LICENSING GUIDE

ELECTROLOGIST

SOC CODE: 39-5012

Regulatory Authority: Louisiana Department of Health and Hospitals
State Board of Electrolysis Examiners
P. O. Box 8648
Metairie, Louisiana 70011-8648

Phone: (504) 838-5697 or (800) 211-7010
Fax: (504) 838-5707
Web site: Not Applicable
Email: lstatebrdee@aol.com
Period of License: 1 Year
Minimum Age: 18

Job Description

Uses an electrolysis machine to remove hair.

Average Hourly/Annual

Wage-June 2007

Hourly: \$10.08

Annual: \$20,960

Training/Education

Training is less than that of a barber or cosmetologist, but one must take courses of practical electrolysis training in a school of electrology that maintains the standards established, and approved by the Board, or complete a like number of hours in the subject areas specified in an apprenticeship program approved by the Board at the time of certification. Apprenticeship programs can last from 1-3 years.

REQUIREMENTS FOR LICENSE

- Must be of good moral character, and a high school graduate.
- Must be free of infectious disease, and pass state Board exam.
- Must have been a resident for at least 30 days or longer.

<u>Initial License Fee/s</u> \$200	<u>Renewal License Fee/s</u> \$100	<u>Authorizing Statute</u> R.S.37:3051:3077
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LOUISIANA LICENSING GUIDE

ENGINEER, PROFESSIONAL

SOC CODE: 17-2199

Regulatory Authority:	Louisiana Professional Engineering & Land Surveying Board 9643 Brookline Avenue, Suite 121 Baton Rouge, Louisiana 70809-1433
Phone:	(225) 925-6291
Fax:	(225) 925-6292
Web site:	www.lapels.com
Email:	info@lapels.com
Period of License:	2 Years
Minimum Age:	Not Applicable

Job Description

There are many different types of engineers. The above code refers to engineers who are engaged in consultation, investigation, evaluation, planning, design, or review of materials and completed phases of work in construction, alteration, or repair in connection with utilities, structures, building, machines, equipment, processes, work, or projects.

Average Hourly/Annual

Wage-June 2007

Hourly: \$29.95

Annual: \$62,310

Training/Education

A graduate of an engineering or related science or technology curriculum of four years, and pass written or electronic examinations required by the Board for an Engineer Intern. Must also have four years or more of work experience.

REQUIREMENTS FOR LICENSE

- Four years of progressive engineering experience obtained subsequent to receiving a Bachelor of Science degree in engineering from an Accreditation Board for Engineering and Technology (ABET) accredited program.
- Eight-hour National Council of Examiners for Engineering and Surveying (NCEES) Principles and Practice examination in the discipline of engineering in which licensure is sought.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50/\$180	\$120	L.R.S.37:681-37:703

LOUISIANA LICENSING GUIDE

EUTHANASIA TECHNICIAN, CERTIFIED ANIMAL

SOC CODE: 33-9011

Regulatory Authority: Louisiana Board of Veterinary Medicine
263 Third Street, Suite 104
Baton Rouge, Louisiana 70801-1306

Phone: (225) 342-2176
Fax: (225) 342-2142
Web site: www.lsbvm.org
Email: lbvm@eatel.net
Period of License: 1 Year
Minimum Age: 18

Job Description

Euthanasia, the act or practice of ending life due to suffering, by means of lethal injection, or withdrawal of extraordinary medical treatment. These technicians handle animals for the purpose of investigations of mistreatment or control of abandoned, dangerous, or unattended animals.

Average Hourly/Annual

Wage-June 2007

Hourly: \$10.21
Annual: \$21,240

Training/Education

The most significant training is moderate term; on-the-job-training. However, in Louisiana, a Board approved program that includes instruction in the proper methods of humanely euthanizing animals by injecting legal drugs in accordance with rules adopted by the Board, in proper security precautions, in proper record keeping, and related skills are required for licensure.

REQUIREMENTS FOR LICENSE

- Must be good moral character, and pay all fees listed by the Board.
- Must show proof of not having a felony record involving controlled dangerous substances or any other information and proof required by the Board.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50 Application Fee: \$25	\$50	LARS 37:1511 et seq.

LOUISIANA LICENSING GUIDE

FUNERAL DIRECTOR OR EMBALMER OR INTERNSHIP

SOC CODE: 11-9061

Regulatory Authority: Louisiana State Board of Embalmers and Funeral
Department of Health and Hospitals
P. O. Box 8757
Metairie, Louisiana 70011-8757

Phone: (504) 838-5109
Fax: (504) 838-5112
Web site: www.lsbefd.state.la.us
Email: labefd@bellsouth.net
Period of License: 1 Year
Minimum Age: 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Perform various tasks to arrange and direct funeral services, such as coordinating transportation of body to mortuary for embalming, interviewing family or other authorizing person to arrange details of funeral service.	Hourly: \$21.27 Annual: \$44,250	Entry level for embalmers and funeral directors require at least 15 months in an accredited school of Mortuary Science, with 1 year internship.

REQUIREMENTS FOR LICENSE

- Funeral Directors Internship:
 1. Twenty-one years of age or at least 18 and legally emancipated.
 2. Thirty semester hours (basic freshman courses) in a SACS accredited university prior to registering internship.
 3. One year internship, fully employed for 40 hours a week and must assist in at least 25 cases.
 4. Must pass a state board exam with an average of at least 75.
- Embalmers Funeral Director Internship:
 1. Twenty-one years of age or at least 18 and legally emancipated.
 2. Fifteen months in an accredited mortuary science program.
 3. One year internship, fully employed for 40 hours a week and must assist in at least 25 cases. Up to six months may be served prior to attending mortuary science program.
 4. Must pass a state board exam with an average of at least 75.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$250	\$80	Title 37, Chapter 10, Section 831, et seq.

LOUISIANA LICENSING GUIDE

GAMING, CASINO AND VIDEO OCCUPATIONS

SOC CODE: 43-3041 GAMING CAGE WORKERS

Regulatory Authority: Louisiana Gaming Control Board
9100 Bluebonnet Centre Boulevard
Suite 500
Baton Rouge, Louisiana 70809

Phone: (225) 8295-8450
or 1-888-295-8450

Fax: (225) 295-8479

Web site: www.dps.state.la.us/lgcb/

Email: trudy.fuselier@dps.la.gov

Period of License: Contact Regulatory Authority

Minimum Age: Contact Regulatory Authority

Job Description

In a gaming establishment, conduct financial transactions for patrons.

Average Hourly/Annual Wage-June 2007

Hourly: \$10.05
Annual: \$20,900

Training/Education

These occupations usually require a high school diploma and may require some vocational training or job-related course work. In some cases, an associate's or bachelor's degree could be needed.

REQUIREMENTS FOR PERMIT

- Contact the Human Resource Department of the casino for gaming employee permit.
- Occupational Titles in the Gaming Industry; gaming cage workers, gaming dealers, gaming surveillance officers and gaming investigators, gaming managers, gaming supervisors, gaming change persons and booth cashiers, gaming and sports book writers and runners, gaming service workers - all others, and slot key persons.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Contact Regulatory Authority	Contact Regulatory Authority	Contact Regulatory Authority

LOUISIANA LICENSING GUIDE

GRAIN DEALER

SOC CODE: 11-9011 FARM, RANCH, AND OTHER AGRICULTURAL MANAGERS

Regulatory Authority: Louisiana Agricultural Commodities Commission (LACC)
P. O. Box 3098
Baton Rouge, Louisiana 70821-3098

Phone: (225) 922-1341
Fax: (225) 923-4877
Web site: www.ldaf.state.la.us
Email: reba_h@ldaf.state.la.us
Period of License: 1 Year
Minimum Age: Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Purchases agricultural commodities from farmers or represents farmers in the sale of agricultural commodities. Commodities regulated; sugar, cotton, rice, barley, corn, oats, rye, soybeans, grain sorghum, and wheat.	Hourly: \$28.22 Annual: \$58,690	Most of these occupations require a four-year bachelor's degree, but some do not.

REQUIREMENTS FOR LICENSE

- Contact the Department of Agriculture's Commodity or Warehouse Division at (225) 922-1341.
- Documents required; financial statement, proof of provisional stock insurance, a bond to provide for monetary security, and other supporting documents.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Contact Regulatory Authority	Contact Regulatory Authority	L.R.S.3:3401 et seq.

LOUISIANA LICENSING GUIDE

GRAIN INSPECTOR AND GRADER

SOC CODE: 45-2011 AGRICULTURAL INSPECTOR

Regulatory Authority: Louisiana Agricultural Commodities Commission (LACC)
P. O. Box 3098
Baton Rouge, Louisiana 70821-3098

Phone: (225) 922-1341
Fax: (225) 923-4877
Web site: www.ldaf.state.la.us
Email: reba_h@ldaf.state.la.us
Period of License: 1 Year
Minimum Age: Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Grade and sample agricultural commodities in accordance with the grain inspection standards established in the United States Grain Standards Act. Commodities regulated; sugar, cotton, rice, barley, corn, oats, rye, soybeans, grain sorghum, and wheat.	Hourly: \$15.37 Annual: \$31,970	Most of these occupations require a four-year bachelor's degree, but some do not.

REQUIREMENTS FOR LICENSE

- The Louisiana Department of Agriculture and Forestry (LDAF) is an official service provider licensed by the federal government to sample and grade grains grown in Louisiana.
- Contact the LDAF Commodity or Warehouse Division at (225) 922-1341.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
N/A	N/A	Contact Regulatory Authority

LOUISIANA LICENSING GUIDE

HOME INSPECTORS

SOC CODE: 47-4011 CONSTRUCTION AND BUILDING INSPECTORS (HIGHWAY, ELECTRICAL AND ARCHITECTURAL)

Regulatory Authority: Louisiana State Board of Home Inspectors
P. O. Box 14868
Baton Rouge, Louisiana 70898-4868

Phone: (225) 248-1334
Fax: (225) 248-1335
Web site: <http://lsbhi.state.la.us>
Email: Not Applicable
Period of License: Contact Regulatory Authority
Minimum Age: Contact Regulatory Authority

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Inspect structures using engineering skills to determine structural soundness and compliance with specifications, building codes, and other regulations.	Hourly: \$21.07 Annual: \$43,820	Most occupations in this area require training in vocational schools, related on-the-job experience, or an associate's degree. Some may require a bachelor's degree.

REQUIREMENTS FOR LICENSE

- Must satisfactorily complete 90 hours of classroom education, and 30 to 40 hours of in-field training with a training provider approved by the Board.
- Must pass the National Home Inspectors Examination given by the Examination Board of Professional Home Inspectors, visit <http://www.homeinspectionexam.org> for more information.
- Licensed inspectors must carry a minimum of \$300,000 in General Liability and Errors and Omissions insurance coverage.
- Must attend the Report Writing Seminar and Standards of Practice review.
- **Note:** A Home Inspector's license is issued to an individual only, and will not be issued to a business or corporation.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200 Examination: \$225	Must contact the Regulatory Authority above.	R.S. 49:950 et seq.

LOUISIANA LICENSING GUIDE

HORSE RACING OCCUPATIONS

**SOC CODE: 27-2021 ATHLETES AND SPORTS COMPETITORS
(JOCKEY OR APPRENTICE JOCKEY)**

**SOC CODE: 39-2011 ANIMAL TRAINERS
(RACEHORSE TRAINER)**

Regulatory Authority: Louisiana State Racing Commission
320 North Carrollton Avenue, Suite 2-B
New Orleans, Louisiana 70119-5100

Phone: (504) 483-4000
Fax: (504) 483-4898
Web site: <http://horseracing.la.gov>
Email: lmunster@LRC.state.la.us
Period of License: 1 or 3 years
Minimum Age: 18 (16 with a permit)

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Varies for different occupations.	Hourly: Varies by Occupation Annual: Varies by Occupation Athlete: \$39,800	These occupations usually require a high school diploma and may require some vocational training or job-related course work. In some cases, an associate's or bachelor's degree could be needed.

REQUIREMENTS FOR LICENSE

- Occupations Licensed by Louisiana State Racing Commission; Apprentice Jockey, Assistant Starter, Colors, Exercise Rider, Groom or Hotwalker, Jockey, Jockey Agent, Mutuel, Outrider, Owner, Plater, Pony Person, Spouse, Stable Foreman, Trainer, Valet, Vendor, and Veterinarian.
- Contact the Regulatory Authority for licensing requirements.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Jockey - 1 year: \$35 Jockey - 3 years: \$105 Apprentice Jockey-1 year: \$25 Apprentice Jockey-3 years: \$75	Not Applicable	Contact above Regulatory Authority

LOUISIANA LICENSING GUIDE

INTERIOR DESIGNER

SOC CODE: 27-1025

Regulatory Authority: Louisiana State Board of Examiners of Interior Design
5222 Summa Court, Suite 358
Baton Rouge, Louisiana 70809

Phone: (225) 763-5550
Fax: (225) 763-5551
Web site: www.lsbid.org
Email: Not Applicable
Period of License: 1 Year
Minimum Age: Not Applicable

Job Description
Plan, design, and furnish interiors of residential, commercial, or industrial buildings.

Average Hourly/Annual Wage-June 2007
Hourly: \$17.78
Annual: \$36,980

Training/Education
Entry-level jobs require a bachelor's degree. Louisiana requires a minimum of 2 years in an interior design program at a FIDER accredited university, and a minimum of 2 years full time interior design experience. In addition, mandatory **continuing education units (CEUs)** are required at renewal time annually. A minimum of 5 CEUs are required.

REQUIREMENTS FOR LICENSE

- Written examination is required, and must pass 3 sections of the National Examination for Designers, National Council of Interior Design Qualification (NCIDQ).

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$150	\$125	R.S.37:3171

LOUISIANA LICENSING GUIDE

LIBRARIAN, EXECUTIVE CERTIFICATION

SOC CODE: 25-4021

Regulatory Authority: State Board of Library Examiners
P. O. Box 131
Baton Rouge, Louisiana 70821-0131

Phone: (225) 342-4931
Fax: (225) 342-3547
Web site: www.state.lib.la.us
Email: rhamilto@state.lib.la.us
Period of License: 5 Years
Minimum Age: None

<u>Job Description</u> Administer libraries, and perform related library services.	<u>Average Hourly/Annual Wage-June 2007</u> Hourly: \$20.48 Annual: \$42,600	<u>Training/Education</u> A master's degree in library science for entry-level jobs. This takes 1 to 2 additional years after obtaining a bachelor's degree. A Ph.D. degree is advantageous for obtaining jobs to teach in universities, or for top administrative jobs in colleges or universities.
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REQUIREMENTS FOR LICENSE

- Must have a baccalaureate degree plus a master's degree in library science (or library information science) from a graduate school accredited by the American Library Association.
- Written statements from references supplied by the candidates are used in evaluating the candidate.
- Must take a written and an oral examination.

<u>Initial License Fee/s</u> \$5	<u>Renewal License Fee/s</u> None	<u>Authorizing Statute</u> Contact Regulatory Authority
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LOUISIANA LICENSING GUIDE

MANUFACTURED HOUSING OCCUPATIONS

SOC CODE: 49-9095 MANUFACTURED BUILDING AND MOBILE HOME INSTALLER

SOC CODE: 41-9022 REAL ESTATE SALES AGENT

Regulatory Authority: Louisiana Manufactured Housing Commission
224 Florida Street, Suite 101
Baton Rouge, Louisiana 70801

Phone: (225) 342-2943
Fax: (225) 342-2999
Web site: www.lmhc.louisiana.gov
Email: denisewoods@lmhc.louisiana.gov
Period of License: 1 Year
Minimum Age: 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Installer: Move or install mobile homes or prefabricated buildings. Salesperson: Rent, buy, or sell manufactured homes for clients. Discuss conditions of sale, and draw up real estate contracts.	Hourly: Installer: \$15.24 Salesperson: \$19.42 Annual: Installer: \$31,703 Salesperson: \$40,400	These occupations usually require a high school diploma and may require some vocational training or job-related course work. In some cases, an associate's or bachelor's degree could be needed.

REQUIREMENTS FOR LICENSE

- **Installer** must complete Licensing Application.
- Driver's License.
- Vehicle Liability.
- Worker's Compensation.
- Proof of a \$100,000 liability insurance policy.
- Attendance of certification course (\$100).

- **Salesperson** must complete Licensing Application.
- Driver's License.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Installer: \$125 Salesperson: \$50 Both: \$26 for background check	All: Same as initial fees	R.S. 51:911 & 912

LOUISIANA LICENSING GUIDE

MARITIME OCCUPATIONS

SOC CODE: 53-5011 SAILORS AND MARINE OILERS OR DECKHAND

SOC CODE: 53-5021 CAPTAINS, MATES, AND PILOTS OF WATER VESSELS

Regulatory Authority: Board of New Orleans - Baton Rouge Steamship Pilot Examiners
for the Mississippi River (NOBRA)
2805 Harvard Avenue, Suite 101
Metairie, Louisiana 70006

Phone: (504) 887 - 5797
Fax: (504) 887 - 5799
Web site: <http://www.nobraexaminers.louisiana.gov/index2.html>

Licensing Authority: U.S. Coast Guard
Regional Examination Center
9820 Lake Forest Boulevard, Suite P
New Orleans, Louisiana 70127-3077

Phone: (504) 240-7300 or 1 (800) 972-8881
Fax: (504) 240-7292
Web site: www.uscg.mil/stcw
Email: None
Period of License: Depends on Occupation
Minimum Age: Depends on Occupation

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Varies for different occupations.	Hourly: Varies Annual: Varies	Varies for different occupations.

REQUIREMENTS FOR LICENSE

- All applications require negative DOT-5 drug test and meet minimum physical standards.
- All licenses require a minimum of one year's experience, and comprehensive examination.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Varies, must contact Regulatory Authority.	Varies, must contact Regulatory Authority.	Contact Regulatory Authority

LOUISIANA LICENSING GUIDE

MASSAGE THERAPIST

SOC CODE: 31-9011

Regulatory Authority: Louisiana Board of Massage Therapy
12022 Plank Road
Baton Rouge, Louisiana 70811-1031

Phone: (225) 771-4090
Fax: (225) 771-4021
Web site: www.lsbmt.org
Email: lsbmt@eatel.net
Period of License: 1 Year
Minimum Age: None

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Massage customers for hygienic or remedial purposes.	Hourly: \$15.61 Annual: \$32,460	A minimum of 500 hours of supervised course instruction provided by a proprietary massage therapy school, which is licensed by the State Department of Education, 500 hours of training at a licensed school, and 3 years of experience.

REQUIREMENTS FOR LICENSE

- Must have proof of having passed the National Exam for Massage Therapy.
- Must have a copy of current license in another state, territory, commonwealth, or the District of Columbia that has and maintains standards and requirements of practice and licensure, or registration that conforms to the requirements in force in this state, and passed the National Exam for Massage Therapy.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$125	\$125	R.S.37:35551 etc.

LOUISIANA LICENSING GUIDE

MEASURER-SAMPLER, DAIRY PRODUCTS

SOC CODES: 43-5111

Regulatory Authority: Dairy Stabilization Board
P. O. Box 3098
Baton Rouge, Louisiana 70821-3098

Phone: (225) 922-1346
Fax: (225) 237-5646
Web site: www.ldaf.state.la.us
Email: gail_m@ldaf.state.la.us
Period of License: Contact Regulatory Authority
Minimum Age: Contact Regulatory Authority

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Weigh, measure, and check materials, supplies, and equipment for the purpose of keeping relevant records.	Hourly: \$12.23 Annual: \$25,430	The job requires little more than a high school diploma. It is primarily clerical by nature. Employers prefer to hire those who are familiar with computers, and other electronic office and business equipment.

REQUIREMENTS FOR LICENSE

- License authorizes individuals to measure and sample milk and cream.
- All persons engaged in measuring and sampling from farm bulk must first make application to the Commissioner of Agriculture and Forestry on a form prescribed by him. A written and practical examination is required.
- Must attend a training session conducted by the Department of Agriculture and Forestry and the Department of Health every two years.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Must contact agency above	Must contact agency above	R.S. 3:4006

LOUISIANA LICENSING GUIDE

MIDWIFE

SOC CODE: 31-1012

Regulatory Authority: Louisiana State Board of Medical Examiners
630 Camp Street
New Orleans, Louisiana 70130-3400

Phone: (504) 568-6820, Extension 233
Fax: (504) 599-0503
Web site: www.lsbme.louisiana.gov
Email: lsbmever@lsbme.org
Period of License: 2 Years
Minimum Age: 21

Job Description

The provision of health services in pregnancy and childbirth by a person not a licensed physician, or a certified nurse midwife.

Average Hourly/Annual Wage-June 2007

Hourly: \$7.92
Annual: \$16,480

Training/Education

An apprenticeship with a licensed lay midwife or nurse midwife. Most midwives are licensed registered nurses.

REQUIREMENTS FOR LICENSE

- The Midwifery Practice Act defines the practice of midwifery.
- Must complete an approved midwifery program.
- Must pass the appropriate examinations.

<u>Initial License Fee/s</u> \$200	<u>Renewal License Fee/s</u> \$200	<u>Authorizing Statute</u> Must contact Regulatory Authority
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LOUISIANA LICENSING GUIDE

MUSIC THERAPIST, WORKING IN SCHOOLS

SOC CODE: 29-1129

Regulatory Authority: Louisiana Department of Education
P. O. Box 94064
Baton Rouge, Louisiana 70804-9094

Phone: (225) 342-3490
Fax: (225) 342-3499
Web site: www.louisianaschools.net
Email: customerservice@la.gov
Period of License: Varies
Minimum Age: 21

Job Description

*An established healthcare profession that uses music to address physical, emotional, cognitive, and social needs of individuals of all ages. Works with children or adults that have disabilities or illnesses.

Average Hourly/Annual Wage-June 2007

Hourly: \$21.74
Annual: \$45,230

Training/Education

Bachelor or master's degree in music therapy to include the following: Three semester hours of Introduction of the Education of Exceptional Children; Three semester hours of Psychology of Exceptional Children; Recreational Music; and School Music.

REQUIREMENTS FOR LICENSE

- An applicant must present evidence of successful completion of an accredited music therapy degree program, and registration by the National Association of Music Therapy, Inc.
- Fifty percent of pre-clinical and clinical experiences should be directed toward a population aged zero through 21 years, in both institutional and school settings.
- Renewal Guidelines - the Louisiana employing authority must request renewal at the time of any change of employment systems.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$25	Must Contact the Regulatory Authority

*<http://www.musictherapy.org>

LOUISIANA LICENSING GUIDE

NURSE'S ASSISTANT, CERTIFIED (CNA)

SOC CODE: 31-1012

Regulatory Authority:	Department of Health & Hospitals (DHH) Bureau of Health Standards P. O. Box 3767 Baton Rouge, Louisiana 70821-3767
Phone:	(225) 342-5779
Fax:	(225) 342-0453
Web site:	www.labenfa.com
Email:	ssmith@dhh.la.gov
Period of Certification:	2 Years
Minimum Age:	16-17 (Depends on the year applicant began high school classes.)

Job Description

Provide basic care under direction of licensed nursing staff. Perform duties, such as feed, bathe, dress, groom, or move patients, or change linens.

Average Hourly/Annual

Wage-June 2007

Hourly: \$7.92

Annual: \$16,480

Training/Education

Must attain at least eighty hours of training in a military, Licensed Practical Nurse (LPN) or Registered Nurse (RN) program to qualify. Must submit documentation to DHH for review.

REQUIREMENTS FOR RE-CERTIFICATION

- Must work at least 8 hours in approved settings; nursing home, hospital, hospice, home health, personal care attendant (PCA), assisted living, rehabilitation or intensive care (ICF) or developmentally disabled (DD) facility. Duties must be verified as nursing or nurse related.
- If you have been certified in the past, contact Shirley Smith, Program Manager, DHH- Health Standards at (225) 342-5779.
- If you have never been certified, go to www.labenfa.com
 - go to "long term care"
 - go to "nurse aide training packet"

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Not Applicable	Not Applicable	Louisiana Register, Volume 32, number 11, November 20, 2006

LOUISIANA LICENSING GUIDE

NURSE, LICENSED PRACTICAL (LPN)

SOC CODE: 29-2061

Regulatory Authority: Board of Practical Nurse Examiners
3421 North Causeway Boulevard, Suite 505
Metairie, Louisiana 70002-3715

Phone: (504) 838-5791
Fax: (504) 838-5279
Web site: www.lsbpne.com
Email: debra@lsbpne.com
Period of License: 1 Year
Minimum Age: None

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Care, treatment, and observation of the ill, injured, or infirm, including the administration of medications and treatments. LPNs also perform activities related to teaching, health maintenance and health promotion. LPNs supervise other licensed practical nurses and subordinate personnel.	Hourly: \$15.46 Annual: \$32,150	Most practical nursing programs last about 1 year, and include both classroom study, and supervised clinical practice (patient care).

REQUIREMENTS FOR LICENSE

- Must have graduated from a Board approved LPN program and pass licensure exam.
- Must be of good moral character.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$85	\$30	L.R.S.37, Chapter 11, Part II, Practical Nurses

LOUISIANA LICENSING GUIDE

NURSE, REGISTERED

SOC CODE: 29-1111

Regulatory Authority: Louisiana State Board of Nursing
5207 Essen Lane, Suite 6
Baton Rouge, Louisiana 70809-3565

Phone: (225) 763-3570
Fax: (225) 763-3580
Web site: www.lsbn.state.la.us
Email: lsbn@lsbn.state.la.us
Period of License: 1 Year
Minimum Age: None (Must be a high school graduate.)

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Assess patient health problems, and needs. Develops and implements nursing care plans, and maintain medical records. Administer nursing care to the ill, injured, convalescent, or disabled.	Hourly: \$25.51 Annual: \$53,070	Three main types of education and training are; bachelor of science degree (BS), associate degree (A.D.N.), and diploma programs. While the bachelor of science degree takes 4 plus years to complete, the associate and diploma programs span from 2-3 years and are offered by most junior colleges. Major universities offer master's and doctoral degrees.

REQUIREMENTS FOR LICENSE

- Must be a high school graduate.
- Must have graduated from an approved school of nursing, and pass a written examination.
- An applicant must not have grounds for denial.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100	\$80	R.S.37:911 et seq.

LOUISIANA LICENSING GUIDE

NURSE, SCHOOL

SOC CODE: 29-1111

Regulatory Authority:	Louisiana Department of Education P. O. Box 94064 Baton Rouge, Louisiana 70804-9064
Phone:	(225) 342-3490
Fax:	(225) 342-3499
Web site:	www.louisianaschools.net
Email:	customerservice@la.gov
Period of License:	Varies
Minimum Age:	Must contact Regulatory Authority above

Job Description

Assess patient health problems, and needs. Develop and implement nursing care plans, and maintain medical records. Administer nursing care to the ill, injured, convalescent, or disabled.

These nurses are licensed registered nurses, and they work in school or institutional settings.

Average Hourly/Annual

Wage-June 2007

Hourly: \$25.51

Annual: \$53,070

Training/Education

Three main types of education and training are; bachelor of science degree (BS), associate degree (A.D.N.), and diploma programs. While the bachelor of science degree takes 4 plus years to complete, the associate and diploma programs span from 2-3 years and are offered by most junior colleges. Major universities offer master's and doctoral degrees.

REQUIREMENTS FOR LICENSE

- Type C School Nurse—Licenses may be renewed for one three-year period upon request of the employing authority, and the individual must present a copy of current Louisiana licensure as a registered professional nurse. In addition, Type C School Nurses must meet the following criteria:
 - a) Must be a licensed registered nurse with at least 2 years experience.
- Type B School Nurse—May renew license upon the presentation of 6 semester hours of nursing, education, or other health-related subjects completed since the Type B certificate was issued.

LOUISIANA LICENSING GUIDE

NURSE, SCHOOL CONTINUED

In addition, the individual must present a copy of a current Louisiana licensure as a registered professional nurse. Additionally, Type B School Nurses must meet the following criteria:

- a) Hold current license as a registered professional nurse.
 - b) Have a minimum of 3 years of experience as a Type C School Nurse.
 - c) Have at least 6 semester hours of nursing, school nursing, education, or other health-related subjects from a regionally accredited college or university.
- Type A School Nurse may renew license upon the presentation of six semester hours of nursing, education, or other health-related subjects completed since the Type B certificate was issued. Also must present a copy of a current Louisiana licensure as a registered professional nurse. Finally, Type A School Nurses must meet the following criteria:
 - a) Hold current license as a registered professional nurse in the State of Louisiana, and have a baccalaureate degree “in nursing or a health-related field” from a regionally accredited college or university.
 - b) Have a minimum of five years of experience as a certified Type B school nurse.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$25	R.S.37:911 et seq.

LOUISIANA LICENSING GUIDE

NURSING HOME ADMINISTRATOR

SOC CODE: 11-9111

Regulatory Authority: Board of Examiners for Nursing Homes
5647 Superior Drive
Baton Rouge, Louisiana 70816-6049

Phone: (225) 295-8571
Fax: (225) 295-8574
Web site: www.labenfa.com
Email: mherbert@labenfa.com
Period of License: 1 Year
Minimum Age: 21

Job Description

Plan, direct or coordinate medicine and health services in hospitals, clinics, managed care organizations, public health agencies, or similar organizations.

Average Hourly/Annual Wage-June 2007

Hourly: \$30.61
Annual: \$63,660

Training/Education

A bachelor's degree is adequate for some entry-level positions. In Louisiana two years or 60 hours of college credit in a specific care curriculum with at least a "C" average is sufficient. Must pass state and national written examinations, and complete a six-month internship.

REQUIREMENTS FOR LICENSE

- License is required for all persons in nursing facility administration.
- Must take a national and state written test. The Board gives the national exam after approval of licensure, via email (computer). The state exam is administered in Baton Rouge, Louisiana.
- Licensure acceptable through reciprocal agreements with other states.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$275	\$245	R.S.49:954.1

LOUISIANA LICENSING GUIDE

OCCUPATIONAL THERAPIST

SOC CODE: 29-1122

Regulatory Authority: Louisiana State Board of Medical Examiners
Office of Continuing Education
630 Camp Street
New Orleans, Louisiana 70130-3400

Phone: (504) 568-6820, Extension 233
Fax: (504) 599-0503
Web site: www.lsbme.louisiana.gov
Email: lsbmever@lsbme.org
Minimum Age: Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Assess, plan, organize, and participate in rehabilitation programs that help restore vocational, homemaking, and daily living skills, as well as general independence, to disabled persons.	Hourly: \$31.97 Annual: \$66,510	A bachelor's degree (4+ years to complete) in occupational therapy is the minimum requirement for entry into this field.

REQUIREMENTS FOR LICENSE

- Must graduate from an approved school, and pass the appropriate certification tests.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$150	\$100	Occupational Therapy Act

LOUISIANA LICENSING GUIDE

OPTOMETRIST

SOC CODE: 29-1041

Regulatory Authority: Louisiana State Board of Optometry Examiners
P. O. Box 555
Oakdale, Louisiana 71463-0555

Phone: (318) 335-2989
Fax: (318) 335-4090
Web site: None
Email: lsboe@yahoo.com
Period of License: 1 Year
Minimum Age: Must contact the Regulatory Authority listed above.

Job Description

Diagnose, manage, and treat conditions and diseases of the human eye, and visual system.

Average Hourly/Annual

Wage-June 2007

Hourly: \$53.05

Annual: \$110,340

Training/Education

The Doctor of Optometry degree requires completion of a 4-year program at an accredited optometry school preceded by at least 3 years of pre-optometric study at an accredited college or university (most optometry students hold a bachelor's or higher degree).

REQUIREMENTS FOR LICENSE

- All persons desiring to practice optometry shall be citizens of the United States.
- Must be a high school graduate, and have graduated from a school or college of optometry approved by the Board.
- Must file with the secretary of the Board upon the form furnished, and pass the examination required by R.S.37:1051.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$150	\$100	R.S.37:1041-1067

LOUISIANA LICENSING GUIDE

OSTEOPATH

SOC CODE: 29-1069

Regulatory Authority: Louisiana State Board of Medical Examiners
Office of Continuing Education
630 Camp Street
New Orleans, Louisiana 70130-3400

Phone: (504) 568-6820, Extension 271
Fax: (504) 599-0503
Web site: www.lsbme.louisiana.gov
Email: lsbmever@lsbme.org
Period of License: 1 Year
Minimum Age: Contact Regulatory Authority above

Job Description

This job places more emphasis on the musculoskeletal system, preventive medicine, and holistic patient care. Both general and family medical services are acceptable when one holds this degree. Osteopaths (D.O.s) may use the same accepted methods of treatment as Doctors of Medicine (M.D.s), including drugs and surgery.

Average Hourly/Annual

Wage-June 2007

Hourly: \$73.72

Annual: \$153,330

Training/Education

Requires about the same amount of education as a Doctor of Medicine. Internship at an accredited medical school that teaches and offers training in Osteopathic Medicine is the appropriate educational requirement for entry level into this position.

REQUIREMENTS FOR LICENSE

- Must be a graduate of an approved *osteopath* school.
- Must pass examination.

<u>Initial License Fee/s</u> \$25	<u>Renewal License Fee/s</u> Varies-contact Regulatory Authority above.	<u>Authorizing Statute</u> Osteopath Practice Act
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LOUISIANA LICENSING GUIDE

PARAMEDIC—BASIC—INTERMEDIATE CERTIFIED EMERGENCY MEDICAL TECHNICIAN (EMT)

SOC CODE: 29-2041

Regulatory Authority:	Department of Health and Hospitals Office of Public Health or Louisiana Bureau of EMS P. O. Box 94215 Baton Rouge, Louisiana 70804-9215
Phone:	(225) 763-5700
Fax:	(225) 763-5702
Web site:	None
Email:	rdavid@dhh.state.la.us
Period of License:	2 Years
Minimum Age:	18

Job Description

Assess injuries, administer emergency medical care, and extricate trapped individuals. Transport injured or sick persons to medical facilities.

Average Hourly/Annual Wage-June 2007

Hourly: \$12.23
Annual: \$25,440

Training/Education

EMT-Paramedic is the most advanced of the three, and training spans about 2 years most often resulting in an associate degree. At this level the caregiver receives additional training in body function and more advanced skills of emergency care. Formal training and certification is needed to become an *EMT Paramedic*.

EMT-Basic course work typically emphasizes emergency skills such as managing respiratory, trauma, and cardiac emergencies, and it is a prerequisite for *EMT-Intermediate*.

EMT-Intermediate learns a variety of skills such as heart rhythms, and administering advanced medications. The *EMT-Intermediate* learns to give intravenous fluids and certain medicines.

LOUISIANA LICENSING GUIDE

PARAMEDIC OR EMT CONTINUED

REQUIREMENTS FOR LICENSE

Paramedic Emergency Medical Technician

- Must be state certified and a Nationally Registered EMT-Basic EMT-Intermediate or receive special exemption as granted by the Louisiana Bureau of EMS.
- Must demonstrate a 12th grade reading level and 10th grade math level for a standardized proficiency exam approved by the Louisiana Bureau of EMS.
- Must provide sponsoring agency with a statement (less than 6 months old) from physician attesting the physical ability of a student to perform duties of an EMT.
- Must not be a convicted felon unless reviewed by the National Registry, the Louisiana Bureau of EMS, and the EMS Certification Commission.

Basic Emergency Medical Technician

- Must successfully complete a Louisiana Bureau of EMS approved training program based on the United States Department of Transportation (DOT) curriculum for Emergency Medical Technician-*Basic* and must have received Louisiana State Certification and National Registry (NR) registration.
- Must be 17 years of age in order to enter the program, but 18 years old prior to taking the NR exam.
- Must have a high school diploma or GED or must be a state certified First Responder prior to taking the course and must be enrolled in good standing with their high school. Must demonstrate an eighth grade reading level for a standardized proficiency exam approved by the Louisiana Bureau of EMS, and must provide sponsoring agency with a statement (less than 6 months old) from student's physician attesting to:
 - **Physical ability of student to perform duties of EMT.**
 - **Current immunization status as recommended by the Office of Public Health.**
 - **Freedom from communicable disease.**
- All EMT-Basic training must be received from a training site approved by the Louisiana Bureau of EMS and meeting or exceeding the current DOT National Standard Curricula.
- Must take a written and practical exam.

Intermediate Emergency Medical Technician

- Must have completed a Louisiana Bureau of EMS approved training program based on the 1984 United States Department of Transportation curriculum for Emergency Medical Technician, and received the Louisiana State Certification and National Registry Certification, and have a 10th grade reading level approved by the Bureau of EMS. Must be a *State Certified EMT-Basic* and a *National Registered EMT Basic* or have received special exemption as granted by the Louisiana Bureau of EMS.

LOUISIANA LICENSING GUIDE

PARAMEDIC OR EMT CONTINUED

- Must provide sponsoring agency with statement (less than 6 months old) from physician attesting to physical ability of student to perform duties of EMS; current immunization status as recommended to the Office of Public Health; and freedom from communicable disease.
- Must not have criminal felony record of conviction, or must have had their conviction reviewed by the National Registry, the Louisiana Bureau of EMS and the EMS Certification Commission.
- Prospective student may not be enrolled in any EMT training program if student has been dismissed from any other EMS training program for reasons other than academic failure within 2 years prior to start of current program.
- All EMT-Intermediate training must be received from a training site approved by the Louisiana Bureau of EMS and meeting or exceeding the 1984 DOT National Standard Curricula. Students must attend 90 percent of the total hours of training.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Paramedic -Written & Practical: \$90 Basic -Written & Practical: \$60 Intermediate -Written & Practical: \$75	Paramedic -\$45 Basic -\$25 Intermediate -\$3	R.S.40:1231

LOUISIANA LICENSING GUIDE

PHARMACIST

SOC CODE: 29-1051

Regulatory Authority: Louisiana Board of Pharmacy
5615 Corporate Boulevard, Suite 8E
Baton Rouge, Louisiana 70808-2537

Phone: (225) 925-6496
Fax: (225) 925-6499
Web site: www.labp.com
Email: labp@labp.com
Period of License: 1 Year
Minimum Age: 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Dispense drugs prescribed by physicians and other health practitioners, and provide information to patients about medications and their use. May advise physicians and other health practitioners on the selection, dosage, interactions, and side effects of medications.	Hourly: \$40.64 Annual: \$84,520	Pharmacy takes about 6 years of postsecondary educational study. Colleges of pharmacy usually require at least 2 years of college-level pre-pharmacy education.

REQUIREMENTS FOR LICENSE

- Must graduate from an approved school of pharmacy.
- Must earn 1,500 hours of practical experience in an approved pharmacy.
- Must pass licensure examinations (NABLEX and MPJE examinations), complete state and federal criminal background checks, file application, and pay all fees.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$300	\$100	LRS 37:1184

LOUISIANA LICENSING GUIDE

PHARMACY TECHNICIAN

SOC CODE: 29-2052

Regulatory Authority:	Louisiana Board of Pharmacy 5615 Corporate Boulevard, Suite 8E Baton Rouge, Louisiana 70808-2537
Phone:	(225) 925-6496
Fax:	(225) 925-6499
Web site:	www.labp.com
Email:	labp@labp.com
Period of License:	1 Year
Minimum Age:	18

Job Description

Prepare medications under the direction of a pharmacist. May measure, mix, count, label, and record amounts and dosages of medications.

Average Hourly/Annual

Wage-June 2007

Hourly: \$11.44
Annual: \$23,800

Training/Education

Pharmacy technicians must complete a structured training program which has been approved by the Board. Structured training programs are offered through pharmacies, hospitals, vocational or technical colleges, and community colleges.

REQUIREMENTS FOR LICENSE

- Must earn 600 hours of practical experience in an approved pharmacy.
- Must pass national certification examination.
- Must complete state and federal criminal background checks.
- Must file application and pay required fees.
- Must have high school diploma issued by a school approved by the State Department of Education; or possess a GED.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100	\$50	L.R.S. 37:1184

LOUISIANA LICENSING GUIDE

PHYSICAL THERAPIST

SOC CODE: 29-1123

Regulatory Authority:	Louisiana State Board of Physical Therapy Examiners 104 Fairlane Drive Lafayette, Louisiana 70507-5307
Phone:	(337) 262-1043, Extension 102
Fax:	(337) 262-1054
Web site:	www.laptboard.org
Email:	lsbpte@laptboard.org
Period of License:	1 Year
Minimum Age:	21

<u>Job Description</u> Assess, plan, organize, and participate in rehabilitative programs that improve mobility.	<u>Average Hourly/Annual Wage-June 2007</u> Hourly: \$34.28 Annual: \$71,310	<u>Training/Education</u> A minimum of a Bachelor's of Science in physical therapy that must be conferred by a physical therapy school or program accredited by the Commission on Accreditation of Physical Therapy Education (CAPTE) is sufficient for entry into this field. All physical therapy programs offer a master's or doctoral degree.
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REQUIREMENTS FOR LICENSE

- Must be a citizen of the United States or possess valid and current legal authority to reside and work in the United States, and be of good moral character.
- Must have taken the physical therapy licensing examination administered by the Board and achieved a passing score, as set forth in Section 145.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200	\$115	37:2401-37:2421

LOUISIANA LICENSING GUIDE

PHYSICAL THERAPIST (ASSISTANT)

SOC CODE: 31-2021

Regulatory Authority: Louisiana State Board of Physical Therapy Examiners
104 Fairlane Drive
Lafayette, Louisiana 70507

Phone: (337) 262-1043 Extension 102
Fax: (337) 262-1054
Web site: www.laptboard.org
Email: lsbpte@laptboard.org
Period of License: 1 Year
Minimum Age: 19

Job Description

Assist physical therapist in providing physical therapy treatments and procedures.

Average Hourly/Annual Wage-June 2007

Hourly: \$19.26
Annual: \$40,070

Training/Education

Physical therapist aides are trained on the job, but physical therapist assistants typically earn an associate degree from an accredited physical therapist assistant program.

REQUIREMENTS FOR LICENSE

- Must be of good moral character.
- Must have graduated from an associate degree program accredited by the Commission on Accreditation of Physical Therapy Education (CAPTE).
- Must have taken the physical therapist assistant licensing examination administered by the Board and achieved a passing score as set forth in Section 145.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200	\$115	L.R.S.37:2401-37:2419

LOUISIANA LICENSING GUIDE

PHYSICIAN'S ASSISTANT

SOC CODE: 29-1071

Regulatory Authority: Louisiana State Board of Medical Examiners
Office of Continuing Education
630 Camp Street
New Orleans, Louisiana 70130-3400

Phone: (504) 568-6820 Extension 225
Fax: (504) 599-0503
Web site: www.lsbme.louisiana.gov
Email: lsbmever@lsbme.org
Period of License: 1 Year
Minimum Age: 20

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Provide healthcare services typically performed by a physician, under the supervision of a physician.	Hourly: \$24.02 Annual: \$49,960	A formal education is required for this program. Most physician's assistants obtain a bachelor's degree or master's degree. Graduate program in this field lasts about 2 years. In Louisiana each physician's assistants' proposed supervising physician would submit a job description for the physician's assistant. It is then presented to the Board members for approval.

REQUIREMENTS FOR LICENSE

- Must be a graduate of an American Association approved physician's assistant program.
- A 12-month temporary license is issued until the NCCPA examination is taken and passed.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$250	\$150	Must contact the Regulatory Authority

LOUISIANA LICENSING GUIDE

PHYSICIAN OR MEDICAL DOCTOR

SOC CODE: 29-1069

Regulatory authority: Louisiana State Board of Medical Examiners
Office of Continuing Education
630 Camp Street
New Orleans, Louisiana 70130-3400

Phone: (504) 568-6820 Extension 226
Fax: (504) 599-0503
Web site: www.lsbme.louisiana.gov
Email: lsbmever@lsbme.org
Period of License: 1 Year
Minimum Age: 21

Job Description

Diagnose illness, prescribe and administer treatment for people suffering from injury or disease.

Average Hourly/Annual

Wage-June 2007

Hourly: \$73.72

Annual: \$153,330

Training/Education

It takes many years of education and training to become a physician: Four years of undergraduate school, 4 years of medical school, and 3 to 8 years of internship and residency, depending on the specialty selected.

REQUIREMENTS FOR LICENSE

- Graduation from an approved medical school or equivalent.
- One year of internship (American graduates), three years of residency (International graduates).
- Must pass U.S.M.L.E. examination.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$382	\$332	Must contact the Regulatory Authority.

LOUISIANA LICENSING GUIDE

PLUMBER, JOURNEYMAN

SOC CODE: 47-2152

Regulatory Authority:	State Plumbing Board of Louisiana 2714 Canal Street, Suite 512 New Orleans, Louisiana 70119-5543
Phone:	(504) 826-2382
Fax:	(504) 826-2175
Web site:	None
Email:	dont@spbla.com
Period of License:	1 Year
Minimum Age:	Not Applicable

Job Description

Assemble, install, alter, and repair pipelines or pipe systems that carry water, steam, air, liquids, or gases. May install heating and cooling equipment and mechanical control.

Average Hourly/Annual

Wage-June 2007

Hourly: \$18.72

Annual: \$38,930

Training/Education

Almost all plumbers, like pipe layers, pipefitters, and steamfitters undergo some type of apprenticeship training. Apprenticeships span 4-5 years of on-the-job-training. Training could be at vocation schools, an associate's degree or some may require a bachelor's degree.

REQUIREMENTS FOR LICENSE

- Must perform 8,000 hours of manual labor of plumbing under direct supervision of licensed journeyman plumber.
- Successfully pass required examination, and pay appropriate fees.

Initial License Fee/s

\$40

Renewal License Fee/s

\$40

Authorizing Statute

LARS 37:1361 et seq.

LOUISIANA LICENSING GUIDE

PLUMBER, MASTER

SOC CODE: 47-2152

Regulatory Authority: State Plumbing Board of Louisiana
2714 Canal Street, Suite 512
New Orleans, Louisiana 70119-5543

Phone: (504) 826-2382
Fax: (504) 826-2175
Web site: None
Email: dont@spbla.com
Period of License: 1 Year
Minimum Age: None

Job Description

Assemble, install, alter, and repair pipelines or pipe systems that carry water, steam, air, liquids, or gases. May install heating and cooling equipment and mechanical control.

Average Hourly/Annual

Wage-June 2007

Hourly: \$18.72

Annual: \$38,930

Training/Education

Training and education are the same for master plumbers as it is for journeyman plumbers. However, to be licensed, a master plumber must already possess a journeyman plumber license, restricted master plumber license, or a current professional engineer license with 5 years experience in the area of plumbing.

REQUIREMENTS FOR LICENSE

- Must pay appropriate fees, and successfully pass required examination

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$180	\$180	LARS 37:1361 et seq.

LOUISIANA LICENSING GUIDE

PODIATRIST

SOC CODE: 29-1081

Regulatory Authority: Louisiana State Board of Medical Examiners
630 Camp Street
New Orleans, Louisiana 70130-3400

Phone: (504) 568-6820, Extension 225
Fax: (504) 599-0503
Web site: www.lsbme.louisiana.gov
Email: lsbmever@lsbme.org
Period of License: 1 Year
Minimum Age: 21

Job Description

Diagnose and treat diseases and deformities of the human foot.

Average Hourly/Annual Wage-June 2007

Hourly: Not available
Annual: Not available

Training/Education

Must complete at least 90 semester hours of undergraduate study. After this, colleges of podiatric medicine offer a 4-year program whose core curriculum is similar to that in other schools of medicine. While the first 2 years are classroom instruction, the 3rd and 4th year students have clinical rotations in private practices, hospitals, and clinics.

REQUIREMENTS FOR LICENSE

- Must be a graduate of an American Medical Association approved podiatry school.
- Must take the PML examination and achieve a passing score of 75 or higher.

<u>Initial License Fee/s</u> \$300	<u>Renewal License Fee/s</u> \$200	<u>Authorizing Statute</u> Podiatry Practice Act
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LOUISIANA LICENSING GUIDE

POLYGRAPH EXAMINER

SOC CODE: 19-4092

Regulatory Authority: Office of the Governor
16286 Winding Ridge Drive
Prairieville, Louisiana 70769

Phone: (225) 744-3531
Fax: (225) 744-3532
Web site: None
Email: vickiking@eatel.net
Period of License: 1 Year
Minimum Age: Not Applicable

Job Description

Examine and analyze responses to examinations, and provide final reports. Testify in court as necessary, and may assist in investigations.

Average Hourly/Annual Wage-June 2007

Hourly: \$20.30
Annual: \$42,210

Training/Education

People in this field of work are typically referred to as forensic technicians. To be licensed in the state of Louisiana one must graduate from a state recognized polygraph school with no less than 6 months, not to exceed 18 months, of internship. Course of study spans about 2 years. A minimum of 20 continued education hours are required every 2 years.

REQUIREMENTS FOR LICENSE

- Must pass a written state examination. Must successfully pass an oral interview conducted by the Board.

<u>Initial License Fee/s</u> \$125	<u>Renewal License Fee/s</u> \$25	<u>Authorizing Statute</u> R.S.49:950
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LOUISIANA LICENSING GUIDE

PRIVATE INVESTIGATOR

SOC CODE: 33-9021 PRIVATE DETECTIVES AND INVESTIGATORS

Regulatory Authority: Louisiana State Board of Private Investigator Examiners
2051 Silverside Drive, Suite 190
Baton Rouge, Louisiana 70808-9005

Phone: (225) 763-3556
Fax: (225) 763-3536
Web site: www.lsbpie.com
Email: info@lsbpie.com
Period of License: 1 Year
Minimum Age: 18

Job Description

Detect occurrences of unlawful acts or infractions of rules in private establishments, or seek, examine, and compile information for client.

Average Hourly/Annual

Wage-June 2007

Hourly: \$14.40
Annual: \$29,950

Training/Education

Usually need one to two years of training both on-the-job and informal with experienced workers. Some jobs require vocational school training, an associate's degree, or a bachelor's degree.

REQUIREMENTS FOR LICENSE

- Must pass examination with at least a 75 percent average.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$125	\$50	R.S.37:3500-3525

LOUISIANA LICENSING GUIDE

PRIVATE INVESTIGATOR APPRENTICE

SOC CODE: 33-9021 PRIVATE DETECTIVES AND INVESTIGATORS

Regulatory Authority: Louisiana State Board of Private Investigator Examiners
2051 Silverside Drive, Suite 190
Baton Rouge, Louisiana 70808-9005

Phone: (225) 763-3556

Fax: (225) 763-3536

Web site: www.lsbpie.com

Email: info@lsbpie.com

Period of License: 1 Year

Minimum Age: 18

Job Description

Detect occurrences of unlawful acts or infractions of rules in private establishments, or seek, examine, and compile information for client, as an apprentice.

Average Hourly/Annual

Wage-June 2007

Hourly: \$11.37

Annual: \$23,660

Training/Education

Usually need one to two years of training both on-the-job and informal with experienced workers. Some jobs require vocational school training, an associate's degree or a bachelor's degree.

REQUIREMENTS FOR LICENSE

- A license is issued to any person who satisfies the minimum requirements for licensing as an apprentice, as established by the rules and regulations promulgated by the Board.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$125	\$50	R.S.37:3500-3525

LOUISIANA LICENSING GUIDE

PSYCHOLOGIST

SOC CODE: 19-3039

Regulatory Authority:	Louisiana State Board of Examiners of Psychologists 8280 YMCA Plaza Drive, One Oak Square, Building 8-B Baton Rouge, Louisiana 70810-0927
Phone:	(225) 763-3935
Fax:	(225) 763-3968
Web site:	www.lsbep.org
Email:	admin@lsbep.brcocxmail.com
Period of License:	1 Year
Minimum Age:	18

Job Description

Psychologists study the human mind, and human behavior.

Average Hourly/Annual

Wage-June 2007

Hourly: \$34.36

Annual: \$71,470

Training/Education

A doctoral degree with a major in psychology from an approved program is required to practice psychology in Louisiana. Doctoral degrees take 5-7 years to complete. In clinical or counseling psychology, the requirements for the doctoral degree usually include at least 1 year of internship.

REQUIREMENTS FOR LICENSE

- Must pass a written and oral examination.
- Must have documentary proof of two years of supervision under a licensed psychologist.

<u>Initial License Fee/s</u> Application: \$250 Written Examination: \$450 Oral Examination: \$250	<u>Renewal License Fee/s</u> Annual: \$320 Reinstatement: \$570	<u>Authorizing Statute</u> RS 37:2351-2371
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LOUISIANA LICENSING GUIDE

RADIOLOGIC TECHNOLOGIST

SOC CODE: 29-2034

Regulatory Authority: Louisiana State Radiological Technology
Board of Examiners
3108 Cleary Avenue, Suite 207
Metairie, Louisiana 70002-5755

Phone: (504) 838-5231
Fax: (504) 780-1740
Web site: www.LSRTBE.ORG
Email: laradbrd@bellsouth.net
Period of License: 2 Years
Minimum Age: 18

Job Description

Take X-rays and CAT scans or administer non-radioactive materials into patient's blood stream, for diagnosis purposes.

Average Hourly/Annual

Wage-June 2007

Hourly: \$20.64

Annual: \$42,880

Training/Education

Formal training ranges in length from 1-4 years, and lead to a certificate, associate's degree, or bachelor's degree.

Regardless of education or training received, one must be licensed to expose humans to ionizing radiation. A 2-year associate degree is prevalent in most cases. A bachelor's degree or higher is desirable for supervisory, administrative, or teaching positions.

REQUIREMENTS FOR LICENSE

- Must be a graduate of JRCERT approved school of radiology technology.
- Must pass the state Board or equivalent examination.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$50	RS 37:3200-3219

LOUISIANA LICENSING GUIDE

REAL ESTATE BROKER

SOC CODE: 41-9021

Regulatory Authority:	Louisiana Real Estate Commission 5222 Summa Court Baton Rouge, Louisiana 70809-3727
Phone:	(225) 765-0191 or (800) 821-4529 (In-state only)
Fax:	(225) 765-0637
Web site:	www.lrec.state.la.us
Email:	info@lrec.state.la.us
Period of License:	1 Year
Minimum Age:	18

Job Description

Operate real estate office, or work for commercial real estate firm, overseeing real estate transactions. Other duties include selling real estate or renting properties, and arranging loans.

Average Hourly/Annual

Wage-June 2007

Hourly: \$31.25

Annual: \$65,000

Training/Education

A high school education, and 150 hours of Commission approved course work is necessary to pursue this field. Many firms offer training in real estate, but subsequently a large number of employers are leaning towards hiring those with some college background. Courses in real estate, business administration, marketing, statistics, economics, law, and English are all helpful in landing a good job as a broker.

REQUIREMENTS FOR LICENSE

- Must pass the real estate broker licensing examination administered by the national testing service currently under contract with the commission.
- Must already have a license and practice as a real estate salesperson for two years.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$120	\$70	R.S.37:1443

LOUISIANA LICENSING GUIDE

REAL ESTATE SALESPERSON

SOC CODE: 41-9022

Regulatory Authority: Louisiana Real Estate Commission
5222 Summa Court
Baton Rouge, Louisiana 70809-3727

Phone: (225) 765-0191 or (800) 821-4529I(In-state only)
Fax: (225) 765-0637
Web site: www.lrec.state.la.us
Email: info@lrec.state.la.us
Period of License: 1 Year
Minimum Age: 18

Job Description

Rent, buy, or sell property for clients.

Average Hourly/Annual

Wage-June 2007

Hourly: \$19.42

Annual: \$40,400

Training/Education

A high school education, and 90 hours of Commission approved course work is necessary to pursue this field. More than 1,000 colleges offer courses in real estate. At some, a student can earn an associate or bachelor's degree with a major in real estate, and a few offer more advanced degrees.

REQUIREMENTS FOR LICENSE

- Pass the real estate licensing examination administered by the national testing service currently under contract with the commission.
- Comply with application procedures as required by the commission's licensing and testing division.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$45	\$35	R.S.37:1443

LOUISIANA LICENSING GUIDE

REHABILITATION COUNSELOR, VOCATIONAL

SOC CODE: 21-1015

Regulatory Authority: Louisiana Licensed Professional Vocational
Rehabilitation Counselors Board of Examiners
P. O. Box 41594
Baton Rouge, Louisiana 70835-1594

Phone: (225) 922-1435
Fax: (225) 922-1352
Web site: www.lrcboard.org
Email: lrcboard@eatel.net
Period of License: 1 Year
Minimum Age: 21 Years

Job Description

Counsel individuals to maximize the independence and employability of persons coping with personal, social, and vocational difficulties that result from birth defects, illness, disease, accidents, or the stress of daily life.

Average Hourly/Annual

Wage-June 2007

Hourly: \$16.23
Annual: \$33,760

Training/Education

A formal education with a master's degree and 2 years of supervision in rehabilitation counseling, is necessary for entry level into this field.

REQUIREMENTS FOR LICENSE

- Must be of good moral character.
- Must renew annually, and submit 15 hours of continued education annually, or 30 hours within two years.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200	\$100	Title 46 Chapter 53 RS 37:3441-3452 and RS 36:478.1

LOUISIANA LICENSING GUIDE

RESPIRATORY THERAPIST

SOC CODE: 29-1126

Regulatory Authority: Louisiana State Board of Medical Examiners
Office of Continuing Education
630 Camp Street
New Orleans, Louisiana 70130-3400

Phone: (504) 568-6820, Extension 235
Fax: (504) 599-0503
Web site: www.lsbme.louisiana.gov
Email: lsbmever@lsbme.org
Period of License: 1 Year
Minimum Age: 18

Job Description

Assess, treat, and care for patients with breathing disorders.

Average Hourly/Annual

Wage-June 2007

Hourly: \$20.81

Annual: \$43,290

Training/Education

Formal training is necessary for entry into this field.

The length of the training varies depending on the type of degree obtained. Some programs offer an associate or bachelor degree that allows a person to work as a Registered Respiratory Therapists (RRT). Shorter programs offer certification that will lead to jobs at the entry-level of this field.

REQUIREMENTS FOR LICENSING

- Must be a graduate of an American Medical Association approved respiratory therapy program, and pass the appropriate examination.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$150	\$100	Must contact Regulatory Authority above for details

LOUISIANA LICENSING GUIDE

SANITARIAN

SOC CODE: 51-9061 INSPECTORS, TESTERS, SORTERS, SAMPLERS, AND WEIGHERS

Regulatory Authority: Louisiana State Board of Examiners for Sanitarians
7173-A Florida Boulevard
Baton Rouge, Louisiana 70806-1507

Phone: (225) 925-7204
Fax: (225) 925-7245
Web site: www.lsbes.org
Email: dkuhns@dhh.la.gov
Period of License: 1 Year (From issuance)
Minimum Age: Not Applicable

Job Description

Inspect, test, sort, sample, or weigh non-agricultural raw materials or processed, machined, fabricated, or assembled parts or products for defects, wear, and deviations from specifications. May use precision measuring instruments, and complex test equipment.

Average Hourly/Annual

Wage-June 2007

Hourly: \$16.09
Annual: \$33,470

Training/Education

Graduation from an accredited college or university, with a bachelor's degree, and concentration of courses in the general area of environmental health. Applicants may obtain a bachelor's degree that includes at least 30 semester hours, or the equivalent of courses in the physical and biological sciences, with a minimum of 6 hours in the physical sciences (chemistry and physics), and 10 hours in biological sciences.

REQUIREMENTS FOR LICENSE

- Temporary permit is available with proof of college or university transcript and a recent photo. Registered Sanitarians must pass a written test, and have one year of field experience and meet same requirements.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$25	\$25	R.S. 37:2102

LOUISIANA LICENSING GUIDE

SECURITY OFFICER

SOC CODE: 33-9032

Regulatory Authority: Louisiana State Board of Private Security Examiners
15703 Old Hammond Highway
Baton Rouge, Louisiana 70816-1503

Phone: (225) 272-2310 Extension 20
Fax: (225) 272-5816
Web site: None
Email: jryland@dpsmail.dps.state.la.us
Period of License: 2 Years
Minimum Age: 18 (Unarmed) and 21 (Armed)

Job Description

Guard, patrol, or monitor premises to prevent theft, violence, or infractions of rules.

Average Hourly/Annual

Wage-June 2007

Hourly: \$9.91

Annual: \$20,610

Training/Education

To obtain a license in this field one must have 16 hours of classroom and initial firearms instruction, and take a refresher course that is required annually.

REQUIREMENTS FOR LICENSE

- Must be of good moral character and a citizen of the United States.
- Must not have been convicted of any felony or crime involving moral turpitude, or illegal use or possession of a dangerous weapon for any of which a full pardon, or similar relief has not been granted under the laws of the United States, the State of Louisiana, nor any other state or country.

<u>Initial License Fee/s</u> \$56	<u>Renewal License Fee/s</u> \$30	<u>Authorizing Statute</u> LARS 37:3270-37:3298
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LOUISIANA LICENSING GUIDE

SCHOOL ANCILLARY PERSONNEL CERTIFICATE

SOC CODE: 25-9099

Regulatory Authority: State of Louisiana Department of Education
P. O. Box 94064
Baton Rouge, Louisiana 70804-9064

Phone: (225) 342-3490
Fax: (225) 342-3499
Web site: www.louisianaschools.net
Email: customerservice@la.gov
Period of License: ▶ Varies for different certifications
Minimum Age: *

Job Description

*This occupational title includes many different types of specialized fields of study within school settings.

Average Hourly/Annual

Wage-June 2007

Hourly: Varies
Annual: Varies

Training/Education

Training and education vary, depending on the occupational title.

REQUIREMENTS FOR LICENSE

- An Ancillary Personnel Certificate does not authorize the holder to perform any services in the school systems of Louisiana other than those specifically stated on the certificate.
- Occupations listed under the School Ancillary Personnel Certificate as reported by the Louisiana Department of Education are as follows:

Artists

- There must be a written request indicating that the person will be employed once the certification is granted.
- There must be substantive evidence of artistic and or creative accomplishments over an extended period of time.
- There must be some evidence of substantial professional recognition.
The person holding such certification is not eligible for tenure.
- Ancillary certification for artists must be renewed either annually or at the time of re-employment.

LOUISIANA LICENSING GUIDE

SCHOOL PERSONNEL CONTINUED

Child Nutrition Program Supervisor

- Hold a Master's degree from a regionally accredited University.
- Meet requirements for area of specialty; Food Service or Nutrition.

Food Service

- A minimum of three years of successful experience in home economics education or quantity food service management.
- A minimum of 21 semester hours, of which six semester hours are in nutrition (related to humans) and three semester hours in quantity food preparation. The remaining 12 semester hours must include at least four of the following:
 - a. Quantity Food Purchasing
 - b. Organization and Management
 - c. Quantity Food Service Equipment and Layout
 - d. Accounting
 - e. Statistics
 - f. Microbiology
 - g. Food Science
 - h. Food Technology
- License is valid for life of continuous service. Certification is valid for life of continuous service.

Nutrition

- A minimum of three years in teaching, nutrition education, public health nutrition, clinical or administrative dietetics, cooperative extension or food service management.
- Course work, including graduate and undergraduate semester hours, shall include the following:
 - a. Nutrition—18 semester hours—at least 6 hours in nutrition related to humans. The remaining 12 semester hours may include nutrition, physiology, biochemistry, microbiology, or bacteriology.
 - b. Foods—9 semester hours.
 - c. Research methodology, statistics, or evaluative techniques—3 hours.

LOUISIANA LICENSING GUIDE

SCHOOL PERSONNEL CONTINUED

CHILD NUTRITION PROGRAM SUPERVISOR - NUTRITION CONTINUED

- A minimum of 12 semester hours must be presented in course credit in at least two of the following subjects:
 - a. Quantity Food Preparation or Cookery
 - b. Child or Adolescent Psychology
 - c. Communication and Speech
 - d. Education Materials and or Methods
 - e. Personnel or Institutional Management

Provisional or Child Nutrition Program Supervisor

- A special provisional certificate may be issued to an individual employed as Acting Child Nutrition Program Supervisor. License is renewable after each year of service.

Non-Public Montessori Teacher

- Louisiana Montessori teachers will be certified and issued Louisiana Montessori Teaching Certificates by the Louisiana Department of Education. Certification is valid for life of continuous service based on the following:
 - a. The Louisiana Montessori Association or its successors shall submit to the State Department of Education a list of prospective recipients of Louisiana Montessori Teaching Certificates with the recommended type of certificate to be issued.
- In addition the Louisiana Montessori Association shall submit a copy of a Montessori diploma. Thus, indicating completion of a Montessori course of study from one of the following:
 - a. American Montessori Society
 - b. Association Montessori International
 - c. St. Nicolas Training Course of London
 - d. The Montessori World Education Institute
 - e. Montessori Institute of America
 - f. Southwestern Montessori Training Institute
 - g. Any other training institute approved by the Louisiana Montessori Association.

LOUISIANA LICENSING GUIDE

SCHOOL PERSONNEL CONTINUED

NON-PUBLIC MONTESSORI TEACHER CONTINUED

- A letter from the administrative head of a Montessori school of the Louisiana Montessori Association verifying the appropriate number of years of successful teaching experience as needed for those seeking Type A, B, and Junior Class A certificates.
- Types of Louisiana Montessori Teaching Certificates Issued:
 - A. Type A Montessori Teaching Certificate**—To qualify, a teacher must have completed training from an approved Montessori training facility and have a bachelor's degree from a regionally accredited college or university and at least one year of successful teaching experience in a Montessori school.
 - B. Type B Montessori Teaching Certificate**—Must have completed training at an approved Montessori training facility, and have one year of successful teaching experience.
 - C. Type C Montessori Teaching Certificate**—Must have completed training at an approved Montessori training facility.
- All Teacher Aides who have earned a bachelor's degree must have an official college transcript on file in the school's office to be available upon request of the visiting committee.
- Six semester hours in diagnosis and remedial reading problems, three semester hours of which may be undergraduate course work. Secondary major must have three semester hours in foundation of reading in addition to this requirement.

Qualified Examiners for Special Education

Educational Diagnostician

- Certification is valid for life of continuous service. Must have a minimum of a master's degree in education.
- A minimum of a Type B or Level 2 Louisiana teaching certificate.
 - a. Hold generic special education certification, with at least one (1) year of classroom teaching experience in a properly certified area of Special Education.
 - b. Hold certification in at least two (2) special education disability areas (mentally retarded, learning disabled), with at least one (1) year of training experience in a properly certified area of special education. Academically gifted is not accepted as a special education area.

LOUISIANA LICENSING GUIDE

SCHOOL PERSONNEL CONTINUED QUALIFIED EXAMINERS FOR SPECIAL EDUCATION - EDUCATIONAL DIAGNOSTICIAN CONTINUED

- A minimum of the following graduate level courses:
 - a. Three semester hours in Applied Learning Theory. Three semester hours in Behavioral Intervention Strategies including Systematic Behavior Assessment.
 - b. Three semester hours in Consulting Teaching Strategies.
 - c. Three semester hours in Precision Assessment, and Diagnostic or Prescriptive Strategies.
 - d. Three semester hours in Test Theory.
 - e. Educational Diagnosis, three (3) semester hours, and
 - f. Supervised internship, to include 100 child contact clock hours, three (3) semester hours.

Audiologist

- A. Provisional Certificate in Audiology:** Valid for three (3) years.
 - Master's degree in audiology.
 - Must work under supervision of a licensed Audiologist.
- B. Qualified licensed Audiologist :** Valid for life with continuous service.
 - Master's degree in Audiology.
 - Louisiana license as an Audiologist.

School Psychologist

- A. Standard Certificate-**valid five years, renewable, issued upon completion of a school psychology-training program, which meets the requirements of the Standards for Training Programs in School Psychology, and issued to persons who were certified according to criteria previously adopted by the Board of Elementary and Secondary Education. Two levels of certification exists.

Level A-issued to applicants who meet the requirements for the Standard Certificate and who possess a doctoral degree in psychology from a regionally accredited institution. Certification is valid for five years.

Level B-issued to applicants who meet the requirements for the Standard Certificate. Also who possesses a masters or specialist degree from a school of psychology-training program in a regionally accredited institution. Certification is valid for five years.

LOUISIANA LICENSING GUIDE

SCHOOL PERSONNEL CONTINUED QUALIFIED EXAMINERS FOR SPECIAL EDUCATION - SCHOOL PSYCHOLOGIST CONTINUED

- B. Provisional Certificate**-issued to persons who have completed academic preparation from an approved school of psychology and meet all requirements except internship. The internship shall be completed during the time of the provisional certificate in accordance with the internship requirements specified in the Standards for Training Programs in School Psychology. Also issued to someone whose certification has lapsed and who has not met the requirements for certification renewal. Certification is valid for one year (renewable once).

Social Worker (Provisional Certificate)

- A Provisional Certificate in *school social work* is valid for three years, and is non-renewable.
- Individuals holding a Provisional Graduate Social Worker Certificate (GSW) issued under R.S.37:2701 et seq., must work under the supervision of a Licensed Clinical Social Worker (LCSW) if providing clinical social work services. The supervision is a minimum of one hour per week.

Qualified Social Worker

- Individual holds a license as a Licensed Clinical Social Worker (LCSW) in accordance with R.S.37:2701.
- Individual must hold a certificate as a Graduate Social Worker (GSW) in accordance with R.S.37:201 et seq., and receive a minimum of one hour per week supervision by a LCSW, if providing clinical social work services.
 - a. Work experience in one or more of the following social work practice settings within the past five years:
 - ✓ School setting
 - ✓ Mental Health setting
 - ✓ Correction setting
 - ✓ Family or Child or Community Service Agency
 - ✓ Medical Social Services in which social services were delivered to families and children
 - ✓ Private Clinical practice in which social work services were delivered to adults, children, and families

LOUISIANA LICENSING GUIDE

SCHOOL PERSONNEL CONTINUED

QUALIFIED EXAMINERS FOR SPECIAL EDUCATION - QUALIFIED SOCIAL WORKER CONTINUED

- b. Graduate Social Worker field experience in the above social work practice settings plus two years of work experience is to be judged by the Louisiana State Board of Certified Social Work Examiners.

Speech Pathologist

- Qualified Speech Pathologist-Certification is valid for as long as the individual holds a state license.
 - A. **Provisional Certificate** in Speech Pathology: a master's degree in Speech Pathology or equivalent. Certification is valid for three years (non-renewable). Licensed Speech Pathologist-Type B or Type A Louisiana Certificate as a speech, language, and hearing specialist under the certification requirements.

Supervisor of School Psychological Services

- The applicant must hold a valid Louisiana Level A or B School Psychologist Certification under current requirements and have had at least three years of supervised experience as a school psychologist, at least two of which must have been in Louisiana.

Therapists Working in Schools

Art Therapist

- Certificate is valid as long as holder remains in the same school system.
- Eligibility Requirements: evidence of successful completion of accredited art therapy degree program, and current registration or membership in the American Art Therapy Association.
- Requirements of the educational program: three semester hours, Introduction to Education of Exceptional Children; and three semester hours, Psychology of Exceptional Children.
- Fifty percent of preclinical experience must have been directed toward a population aged zero through 21 years, in both institutional and school settings.
- Renewal Guidelines: the Louisiana employing authority must request renewal at the time of any change of employment systems.
- Initial Fee is \$50. Renewal Fee is \$25.

LOUISIANA LICENSING GUIDE

SCHOOL PERSONNEL CONTINUED THERAPISTS WORKING IN SCHOOLS CONTINUED

Dance Therapist

- Certificate is valid as long as holder remains in same school system.
- **Master's** level eligibility requirements: master's degree in dance therapy; requirements of the educational program; three semester hours, Introduction to Education of Exceptional Children; and three semester hours, Psychology of Exceptional Children.
- Current registration or membership in the American Dance Therapy Association.
- Renewal guidelines: the Louisiana employing authority must request a renewal at the time of any change of employment systems.
- **Bachelor's** level eligibility requirements: bachelor's degree in dance therapy; requirements of the educational program; three semester hours, Introduction to Education of Exceptional Children; and three semester hours, Psychology of Exceptional Children.
- Practicum for two semesters in both a clinical and a school setting. Fifty percent of the practicum must involve work with a population aged zero through 21 years.
- Current registration or membership in the American Dance Therapy Association.
- Renewal guidelines: the Louisiana employing authority must request renewal at the time of any change of employment systems.
- Initial Fee is \$50. Renewal Fee is \$25.

Music Therapist

- Certificate is valid as long as holder remains in same school system.
- Eligibility requirements: evidence of successful completion of an accredited music therapy degree program, and registration in the National Association of Music Therapy, Inc.
- Meet the following course requirements of the music therapy component of the degree program; three semester hours, Introduction to Education of Exceptional Children; three semester hours, Psychology of Exceptional Children; recreational music; and school music;
- Fifty percent of preclinical and clinical experiences should be directed toward a population aged zero through 21 years, in both institutional and school settings.
- Renewal guidelines: the Louisiana employing authority must request renewal at the time of any change of employment systems.
- Initial Fee is \$50. Renewal Fee is \$25.

LOUISIANA LICENSING GUIDE

SCHOOL PERSONNEL CONTINUED

THERAPISTS WORKING IN SCHOOLS CONTINUED

Occupational Therapist

- **Provisional Certification** is valid for two years.
- Eligibility requirements: a temporary license to practice occupational therapy in Louisiana in compliance with R. S. 37:3009, as administered by the Louisiana State Board of Medical Examiners.
- Renewal guidelines: non-renewable.
- **Full Certificate** is valid for five years and is renewable.
- Eligibility requirements: a valid license to practice occupational therapy in Louisiana in compliance with R. S. 37:3001 - 3014, as administered by the Board of Medical Examiners; and two years of successful work experience as an occupational therapist with children, and the recommendation of applicant's employer.
- Renewal guidelines: applicant must present copy of current licensure, and request made by the Louisiana employing authority.
- Initial Fee is \$50. Renewal Fee is \$25.

Physical Therapist

- **Provisional Certification** is valid for two years.
- Eligibility requirements: a temporary license to practice physical therapy in compliance with R. S. 37:2402, as administered by the Louisiana State Board of Physical Therapy Examiners.
- Renewal guidelines: non-renewable.
- **Full Certificate** is valid for five years.
- Eligibility requirements: a valid Louisiana license to practice physical therapy in compliance with R. S. 37:2402, as administered by the Louisiana State Board of Physical Therapy Examiners; and two years of successful work experience as a physical therapist with children, and the recommendation of applicant's employer.
- Renewal guidelines: current licensure, and request made by the Louisiana employing authority.
- Initial Fee is \$50. Renewal Fee is \$25.

LOUISIANA LICENSING GUIDE

SCHOOL PERSONNEL CONTINUED

THERAPISTS WORKING IN SCHOOLS CONTINUED

Recreational Therapist

- Certificate is valid as long as individual is employed in the same school system.
- **Master's** level eligibility requirements: evidence of successful completion of an accredited recreational therapy degree program, and registration in the National Therapeutic Society; requirements as part of recreational therapy degree program: three semester hours, Introduction to Education of Exceptional Children; and three semester hours, Psychology of Exceptional Children.
- Fifty percent of preclinical and clinical experiences should be directed toward a population aged zero through 21 years in both institutional and school settings.
- Renewal guidelines: the Louisiana employing authority must request renewal at the time of any change of employment systems.
- **Bachelor's** level eligibility requirements: evidence of successful completion of an accredited recreational therapy degree program, and registration in the National Therapeutic Society; and requirements as part of recreational therapy degree program: three semester hours, Introduction to Education of Exceptional Children; and three semester hours, Psychology of Exceptional Children.
- Fifty percent of preclinical and clinical experiences should be directed toward a population aged zero through 21 years in both institutional and school settings.
- Current registration or membership in the National Therapeutic Society, with a rating on a level no lower than Therapeutic Recreation Leader (TRL).
- Renewal guidelines: the Louisiana employing authority must request renewal at the time of any change of employment location.
- Initial Fee is \$50. Renewal Fee is \$25.

Talent Teacher

- Must have a master's degree in art, music or theater arts or a master's degree in art, music or theater education, or present evidence of achievement in the arts as demonstrated by the following achievements:
 - a. There must be a written request from the employing authority indicating that the person will be employed as a talent teacher once the certification is granted.
 - b. A minimum of one year of successful experience working with students in the specific arts area, and at the level for which employment is being sought.

LOUISIANA LICENSING GUIDE

SCHOOL PERSONNEL CONTINUED

Counselors in the School Setting

Counselor

- Counselor K-12 (counselor in a school setting) certificate is valid for three years; upon verification by employer of three years of successful experience as a school counselor, the certificate becomes valid for life of continuous service.
- Eligibility requirements: master's degree in school counseling from a regionally accredited institution, or a master's degree with the equivalent hours and courses required for a master's degree in school counseling; and
- Graduate training must include a total of 24 semester hours of professional courses distributed so that at least one course will be taken in each of the basic areas listed below.
 - a. Principles and Administration of School Counseling Programs
 - b. Career and Lifestyle Development
 - c. Individual Appraisal
 - d. Counseling Theory and Practice
 - e. Group Processes
 - f. Human Growth and Development
 - g. Social and Cultural Foundations in Counseling
 - h. Supervised Practicum in a School Setting
- Renewal guidelines: if certificate holder allows a period of five consecutive calendar years to pass in which applicant is not a regularly employed educator for at least one semester (90 consecutive days), the certificate lapses for disuse. To reinstate a lapsed certificate the holder must present evidence that six semester hours of credit were earned in state-approved courses during the five-year period immediately preceding the request for reinstatement.
- Initial Fee is \$50. Renewal Fee is \$25.

Professional Counselor

- An Ancillary Professional Counselor certificate may be issued to an applicant who has met the requirements for counselor in the school setting and holds current licensure as a Licensed Professional Counselor (LPC) in Louisiana in accordance with Act 892 L.S. 1987 et seq.
- An applicant who holds a Louisiana teaching certificate and meets all other requirements listed above may be issued an endorsement for Counselor K-12 or Professional Counselor K-12. Refer to the Department of Education for further details.
- Initial Fee is \$50 and Renewal Fee is \$25.

LOUISIANA LICENSING GUIDE

SCHOOL PERSONNEL CONTINUED

Out-of-State Principals

Out-of-State Principal Level 1 (OSP1)

- This is a standard, three year, non-renewable Louisiana certificate issued to an individual who holds out-of-state certification as a principal (or comparable educational leader certificate) and has not met Louisiana's Praxis and or National Teacher Exam (NTE) requirements. It authorizes the individual to serve as a principal in a Louisiana public school system, and is issued when the individual anticipates immediate administrative employment in a Louisiana public school system.
- Eligibility requirements: a valid out-of-state certificate as a principal or comparable educational leader certificate; a minimum of four years of successful experience as a principal in another state, as verified by the previous out-of-state school district(s) from satisfactory annual evaluation results; the candidate meets all other requirements for a Louisiana certificate as required by law or Board policy.
- An applicant who meets the above stated eligibility requirements shall not have to complete the required examinations or to submit scores from any examinations previously taken in another state as a prerequisite to the granting of certification as an out-of-state principal level 2 (OSP2), provided that: the applicant completes one year of employment as a principal in a Louisiana public school system while holding the three-year OSP1 certificate; and the local superintendent (or designee) of the employing Louisiana public school system has recommended the applicant for continued administrative employment in the following school year.
- Upon employment as a principal or an assistant principal in a Louisiana public school system, an individual holding an OSP1 certificate must enroll or be enrolled in the state-approved Educational Leader Induction Program under the direction of the Louisiana Department of Education. The individual has three years to complete the induction program.

Out-of-State Principal Level 2 (OSP2)

- This certificate is valid for five years and is renewable every five years, based upon successful completion and verification of required continuing learning units.
- Eligibility requirements: a valid Out-of-State Principal Level 1 (OSP1) certificate and satisfaction of Louisiana Praxis and or National Teacher Exam (NTE) requirements; and completed the Educational Leader Induction Program under the administration of the Louisiana Department of Education.

LOUISIANA LICENSING GUIDE

SCHOOL PERSONNEL CONTINUED

Out-of-State Principals Continued

Out-of-State Principal Level 2 (OSP2) Continued

- a) The induction period begins upon the candidate's first full-time administrative appointment (permanent or acting) as assistant principal or principal;
 - b) The Educational Leader Induction Program must be completed within a three-year period.
- Three years of educational leadership experience at the level of assistant principal or above.
 - Renewal requirements: to maintain a valid OSP2 certificate, the holder is required to complete 150 continuing learning units of professional development consistent with the Individual Professional Growth Plan (IPGP) over a five-year time period, beginning with issuance date of the OSP2 certificate.

Out-of-State Superintendent (OSS)

- This special Out-of-State Superintendent (OSS) certificate is valid only for the employing Louisiana public school district requesting its issuance. It is valid for five years from date of first appointment as superintendent and is renewable every five years.

Eligibility Requirements:

- a. Employed by a Louisiana public school system to serve as a superintendent or an assistant superintendent.
- b. A valid teaching certificate from another state with authorization to serve as a school superintendent.
- c. A master's degree from a regionally accredited institution of higher education.
- d. Five years of successful administrative or management experience in education at the level of assistant principal or above. The assistant principal experience would be limited to a maximum of two years of experience in that position.
- e. Five years of successful teaching experience in a properly certified field.

Renewal Requirements:

- a. Over a five year time period from date of appointment as a superintendent, the holder of an OSS certificate must complete a minimum of 150 continuing learning units of professional development that is consistent with the leader's Individual Professional Growth Plan (IPGP).

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Depends on Occupation	Depends on Occupation	Contact Regulatory Authority

LOUISIANA LICENSING GUIDE

SHORTHAND (COURT REPORTER)

SOC CODE: 23-2091

Regulatory Authority: Louisiana Board of Examiners of Certified Shorthand Reporters
P. O. Box 3257
Baton Rouge, Louisiana 70821-3257

Phone: (225) 342-2668
Fax: (225) 342-2698
Web site: www.lacourtreporterboard.com
Email: courtreporter@lacourtreporterboard.com
Period of License: 1 Year
Minimum Age: 18

Job Description

Use verbatim methods and equipment to capture, store, retrieve, and transcribe pretrial and trial proceedings or other legal proceedings.

Average Hourly/Annual

Wage-June 2007

Hourly: \$15.66
Annual: \$32,570

Training/Education

The Stenotype method field of study may take two to three years of training. The Stenomask method field of study may take six months to one year of training. Both offered by post secondary vocational and technical schools and colleges.

REQUIREMENTS FOR LICENSE

- Must pass a qualifying examination done prior to the full main examination. Applications and information on examinations are available from the office listed above.
- Must not have committed any acts, crimes, or omissions constituting grounds for suspension or revocation of a certificate issued by the Board pursuant to R.S.37:2557.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75 plus seal	\$75 plus seal	Title, Chapter 32: Certified Shorthand Reporter

LOUISIANA LICENSING GUIDE

SOCIAL WORKER Licensed Clinical Social Worker (LCSW) Graduate Social Worker (GSW) Registered Social Worker (RSW)

SOC CODE: 21-1021

Regulatory Authority: Louisiana State Board of Social Work Examiners
18550 Highland Road, Suite B
Baton Rouge, Louisiana 70809-6107

Phone: (225) 756-3470 or (800) 521-1941
Fax: (225) 756-3472
Web site: www.labswe.org
Email: socialwork@labswe.org
Period of License: 1 Year (by August 31 of each year)
Minimum Age: Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Provides social services and assistance to improve the social and psychological functioning of children and their families and to maximize the family well-being and the academic functioning of children.	Hourly: \$19.25 Annual: \$40,040	Entry into this field of study requires a minimum of a bachelor's degree in social work. However, a master's degree or higher is required to work in health and mental health settings.

REQUIREMENTS FOR LICENSE

Licensed Clinical Social Worker (LCSW)

- Must be of good moral character.
- Must have a master's degree from a graduate school of social work.
- Must have completed at least 36 accumulated months of full-time postgraduate social work practice. Twenty-four (24) accumulated months of postgraduate social work experience shall be in a setting practicing social work under the supervision of a Board-approved clinical supervisor.
- Must pass the Board-approved exam.

(License fees below apply only to Licensed Clinical Social Workers)

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100	\$75	L.R.S.37:2701-2723

LOUISIANA LICENSING GUIDE

SOCIAL WORKER CONTINUED

Graduate Social Worker (GSW)

- Must be of good moral character.
- Must hold a master's degree from a graduate school of social work.
- Must have passed an examination approved by the Board.
- The Board may issue a Provisional Graduate Social Worker Certificate to an individual who, except for passing the examination, has completed all requirements for certification as a graduate social worker. The individual may not hold the provisional certificate for more than three years from the issuance of the original certificate and the individual shall take an examination approved by the Board at least once a year.
- An individual certified as a graduate social worker or as provisional graduate social worker may engage in advanced social work practice based on the application of social work theory, knowledge, ethics, and methods to restore or enhance social, psychosocial or bio-psychosocial functioning of individuals, couples, families, groups, organizations, and communities. The graduate social worker's or provisional graduate social worker's practice requires the application of specialized knowledge and advanced practice skills which include:
 - Prevention or Intervention, or both
 - Service or Treatment Planning and Evaluation
 - Case Management, Information and Referral Counseling
 - Employee Assistance Services
 - Addiction Services
 - Advocacy
 - Teaching
 - Research
 - Supervision
 - Consultation
 - Community Organization
 - Development, Implementation, and Administration of policies, programs, and activities
- An individual practicing graduate level social work in Louisiana and who meets the qualifications set forth in the GSW section of the law and who wishes to continue the practice shall apply for certification under the provisions of this Chapter within one year subsequent to January 1, 2000.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75	\$50	L.R.S.37:2701-2723

LOUISIANA LICENSING GUIDE

SOCIAL WORKER CONTINUED

Registered Social Worker (RSW)

- Must be of good moral character.
- Must hold either a Bachelor of Social Work, Bachelor of Arts, or Bachelor of Science degree from an undergraduate social work program.
- An individual registered as a Registered Social Worker may engage in generalist social work practice based on the application of social work theory, knowledge, ethics, and utilizing problem-solving methods to restore or enhance social functioning. Social workers at this level shall work as an employee in an agency and shall not engage in advanced practice or in clinical social work.
- An individual practicing bachelor level social work in Louisiana and who meets the qualifications set forth in the RSW section of the law and who wishes to continue the practice shall apply for registration under the provisions of this Chapter within one year subsequent to January 1, 2000.
- At any time within one year of January 1, 2000, the Board shall register as a registered social worker any individual who files a verified application, accompanied by such fees as is required in R.S.37:2716 and who submits evidence verified by oath and satisfactory to the Board that the applicant complies with the requirements of the RSW section of the law.

(License fees below apply only to Registered Social Workers)

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$25	L.R.S.37:2701-2723

LOUISIANA LICENSING GUIDE

SPEECH PATHOLOGIST

SOC CODE: 29-1127

Regulatory Authority: Louisiana Board of Examiners for Speech-Language Pathology and Audiology
18550 Highland Road, Suite B
Baton Rouge, Louisiana 70809-6107

Phone: (225) 756-3480 or (800) 246-6050
Fax: (225) 756-3472
Web site: www.lbespa.org
Email: aud-slp@lbespa.org
Period of License: 1 Year
Minimum Age: Not Applicable

Job Description

Assess and treat persons with speech, language, voice, and fluency disorders. May select alternative communication systems and teach their use. May perform research related to speech and language problems.

Average Hourly/Annual

Wage-June 2007

Hourly: \$28.46
Annual: \$59,190

Training/Education

Entry level into this field requires a minimum of a master's degree in speech pathology.

REQUIREMENTS FOR LICENSE

- Must have 600 passing score on PRAXIS Examination.
- Must have at least 400 clinical practicum hours if graduate program began after January 1, 2004.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$125	\$65	Title 37 Chapter 34:2650-2666 L.R.S.37:2701-2723

LOUISIANA LICENSING GUIDE

SPEECH PATHOLOGIST ASSISTANT

SOC CODE: 31-9099

Regulatory Authority:	Louisiana Board of Examiners for Speech-Language Pathology and Audiology 18550 Highland Road, Suite B Baton Rouge, Louisiana 70809-6107
Phone:	(225) 756-3480 or (800) 246-6050
Fax:	(225) 756-3472
Web site:	www.lbespa.org
Email:	aud-slp@lbespa.org
Period of License:	1 Year
Minimum Age:	Not Applicable

<u>Job Description</u> Health support workers of speech pathology clients under the supervision of a speech pathologist.	<u>Average Hourly/Annual Wage-June 2007</u> Hourly: \$10.82 Annual: \$22,510	<u>Training/Education</u> Entry level of this job requires a bachelor's degree in speech from a regionally accredited program.
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REQUIREMENTS FOR LICENSE

- Must have 250 hours of clinical practice obtained through a regionally accredited institution. Out of the first 100 hours, 75 hours shall be through observation. The 75 hours of observation are broken down with a minimum of 20 hours in speech disorders, 20 hours in language disorders and the remaining 35 hours may be obtained in the areas of speech, language, or hearing disorders. The remaining 150 hours may be obtained on-the-job or through a regionally accredited educational institution.

<u>Initial License Fee/s</u> \$125	<u>Renewal License Fee/s</u> \$65	<u>Authorizing Statute</u> LSA RS 37:2650-2666
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LOUISIANA LICENSING GUIDE

SPRINKLER SYSTEM INSTALLER

SOC CODE: 47-2152 PLUMBERS, PIPEFITTERS, AND STEAMFITTERS

Regulatory Authority: Office of the State Fire Marshal
8181 Independence Boulevard
Baton Rouge, Louisiana 70806-6413

Phone: (225) 925-7047 or (800) 256-5452
Fax: (225) 925-3699
Web site: www.dps.state.la.us/SFM/
Email: None
Period of License: 1 Year
Minimum Age: None

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Assemble, install, alter, and repair pipelines or pipe systems that carry water.	Hourly: \$18.72 Annual: \$38,930	Usually need one or two years of both on-the-job experience and informal training with experienced workers. Training in vocational schools, an associate's degree, or may require a bachelor's degree.

REQUIREMENTS FOR LICENSE

- Employees must hold a current certification as a NICET LEVEL III or IV in Sprinkler Layout. An inspector must pass a competency exam administered by the State Fire Marshal's Office.
- Applicant must attach two color photographs that are one inch by one inch and shows the whole face. Failure to do so will result in a delay of the process. We cannot process the application without the photos, dates, including the date of hire, and must have original signatures!
- Must submit a photocopy of the applicant's social security card and driver's license. This will enable our office to verify required information in case of illegible handwriting.
- Certificate Holder must attach a copy of current NICET Card and sign and notarize the attached affidavit, for an initial application and or renewal.
- No cash or personal checks are accepted from firms or employees! Company check only (Certified Funds for firms), or money order should be made payable to the Office of the State Fire Marshal.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Employee: \$100	Employee: \$50 Change of Information: \$20	RS 40:1625 et seq.

LOUISIANA LICENSING GUIDE

SUBSTANCE ABUSE COUNSELOR, BOARD CERTIFIED

SOC CODE: 21-1011

Regulatory Authority: Department of Health and Hospitals
Office for Addictive Disorders Regulatory Authority
628 N. 4th Street
Baton Rouge, Louisiana 70802

Phone: (225) 342-8941
Fax: (225) 225.342.0441
Web site: <http://www.la-adra.org/>
Email: lmayeaux@la-adra.org
Period of License: 2 Years
Minimum Age: 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Counsel and advise individuals with alcohol, tobacco, drug, or other problems, such as gambling and eating disorders. May counsel individuals, families, or groups or engage in prevention programs.	Hourly: \$14.45 Annual: \$30,050	Entry level of this job requires a bachelor's degree in the human service field from a regionally accredited program.

REQUIREMENTS FOR LICENSE

- Must not be in violation of ethical standards, and must be a resident of the United States.
- Is not and has not been a compulsive gambler or an abuser of alcohol or other drugs during the previous two years.
- Must not have been convicted of a felony (the Board may waive this requirement upon review of the individual's circumstances).

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200 Application: \$100	\$200	Acts 384-Chapter 50 of Title 37 L.R.S. Para 3371-84

LOUISIANA LICENSING GUIDE

SURVEYOR, PROFESSIONAL LAND

SOC CODE: 17-1022

Regulatory Authority: Louisiana Professional Engineering
and Land Surveying Board
9643 Brookline Avenue, Suite 121
Baton Rouge, Louisiana 70809-1433

Phone: (225) 925-6291
Fax: (225) 925-6292
Web site: www.lapels.com
Email: donna@lapels.com
Period of License: 2 Years
Minimum Age: Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Make exact measurements and determine property boundaries. Provide data relevant to the shape, contour, gravitation, location, elevation, or dimension of land or land features on or near the earth's surface for engineering, map-making, mining, land evaluations, construction, and other purposes.	Hourly: \$20.30 Annual: \$42,220	Entry level of this job requires a bachelor's degree with at least 30 semester hours in land surveying, mapping, and real property courses approved by the Board from an accredited institution of higher education.

REQUIREMENTS FOR LICENSE

- Must meet the qualifications to be a land surveyor intern, who is of good character and reputation, who has a verifiable record of four years or more of combined office and field experience in land surveying, including two years or more experience in charge of land surveying projects under the supervision of a professional land surveyor. (or)
- Must hold a valid license to engage in the practice of land surveying issued by the proper authority of a state, territory, possession of the United States, or the District of Columbia, based on requirements that do not conflict with the provisions of the Louisiana licensure law.
- Must be of good character and reputation, and passed the written examination on the fundamentals of land surveying, principles and practice of land surveying, and Louisiana laws of land surveying.
- Must have submitted an application for licensure in accordance with the requirements of R.S. 37:694, and if the state, territory, possession, or the District of Columbia, in which applicant is licensed, will accept the licenses issued by the Louisiana Board on a comity basis, and who was duly licensed as a professional land surveyor by the Louisiana Board.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50/\$180	\$120	L.R.S.37:681-37:703

LOUISIANA LICENSING GUIDE

TEACHER, PRIMARY AND SECONDARY CERTIFICATION

SOC CODE: 25-2011 PRIMARY TEACHER

SOC CODE: 25-2031 SECONDARY TEACHER

Regulatory Authority:	State of Louisiana Department of Education P. O. Box 94064 Baton Rouge, Louisiana 70804-9064
Phone:	(225) 342-3440 or (877) 453-2721
Fax:	(225) 342-3499
Web site:	www.teachlouisiana.net
Email:	None
Period of License:	3 Years (Level I)-5 Years (Level II)-After Level II must maintain <i>Complete Continuing Education</i>
Minimum Age:	Not Applicable

Primary Teacher

Job Description

Instruct children (normally up to five years of age) in activities designed to promote social, physical, and intellectual growth needed for primary school, daycare center or other child development facility.

Average Hourly/Annual

Wage-June 2007

Hourly: \$9.18
Annual: \$19,090

Training/Education

Entry level for teachers require a bachelor's degree, and complete an approved teacher's program with a prescribed number of subject and education credits as well as supervised practice teaching.

Secondary Teacher

Job Description

Instruct students in secondary public or private schools in one or more subjects at the secondary level, such as English, mathematics, or social studies.

Average Hourly/Annual

Wage-June 2007

Hourly: Not Available
Annual: \$40,370

Training/Education

Entry level for teachers require a bachelor's degree, and complete an approved teacher's program with a prescribed number of subject and education credits as well as supervised practice teaching.

REQUIREMENTS FOR LICENSE

- Must contact the above Regulatory Authority for any revisions to the authorizing statutes, if applicable, and teacher requirements for certification.

<u>Initial License Fee/s</u> Must contact the Regulatory Authority above for fee information.	<u>Renewal License Fee/s</u> Must contact the Regulatory Authority above for fee information.	<u>Authorizing Statute</u> Title 70 Part IX, Page 117
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LOUISIANA LICENSING GUIDE

TRUCK DRIVER, CERTIFIED

SOC CODE: 53-3032

Regulatory Authority: Office of Motor Vehicles
P. O. Box 64886
Baton Rouge, Louisiana 70896-4886

Phone: (225) 925-4195
Fax: (225) 925-3901
Web site: www.expresslane.org
Email: cdorris@dps.state.la.us
Period of License: 4 Years
Minimum Age: Not Applicable

Job Description

Drive a tractor-trailer combination or a truck with a capacity of at least 26,000 GVW, to transport and deliver goods, livestock or materials in liquid, loose, or packaged form.

Average Hourly/Annual Wage-June 2007

Hourly: \$15.00
Annual: \$31,200

Training/Education

While some truck drivers may generally receive informal on-the-job training consisting of 1 or 2 days of classroom instruction, some can learn just by riding with more experienced drivers. However, drivers must receive additional training to drive special types of trucks or handle hazardous materials.

REQUIREMENTS FOR LICENSE

- Department of Transportation (DOT) Physical.
- Proof of Insurance and valid driver's license.
- Complete appropriate tests, if applicable.
- Must obtain a **Commercial Driver's License (CDL)**.
- In order to get a hazardous materials endorsement, the applicant must have a finger-print based, background threat assessment performed by TSA (www.hazprints.com).

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$41 Per Endorsement: \$5 Application Fee: \$15	\$41 Per Endorsement: \$5 Application Fee: \$15	R.S. 32:308

LOUISIANA LICENSING GUIDE

VETERINARIAN (DOCTOR OF VETERINARY MEDICINE)

SOC CODE: 29-1131

Regulatory Authority: Louisiana Board of Veterinary Medicine
263 Third Street, Suite 104
Baton Rouge, Louisiana 70801-1306

Phone: (225) 342-2176
Fax: (225) 342-2142
Web site: www.lsbvm.org
Email: lbvm@eatel.net
Period of License: 1 Year
Minimum Age: 21

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Diagnose and treat diseases and dysfunctions of animals.	Hourly: \$36.25 Annual: \$75,390	Prospective veterinarians must graduate from a 4-year program at an accredited college of veterinary medicine with a Doctor of Veterinary Medicine (D.V.M. or V.M.D.) degree and obtain a license to practice. Also, while many colleges do not require a bachelor's degree for entrance, all require a significant number of credit hours ranging from 45 to 90 semester hours at the undergraduate level.

REQUIREMENTS FOR LICENSE

- No person shall practice veterinary medicine in the state that is not a licensed veterinarian or the holder of a valid temporary permit issued by the Board.
- This Chapter shall not be construed to prohibit:
 1. An employee of the federal, state, or local government that is performing his official duties.
 2. A person who is a regular student in a veterinary school performing duties or actions assigned by instructors, or working under the direct supervision of a licensed veterinarian during a school vacation period.

LOUISIANA LICENSING GUIDE

VETERINARIAN CONTINUED

3. The following are hereby declared to be accepted livestock management practices and shall not require a license:
 - a. The collection of semen for quality evaluation of male equine or bovine species conducted for the purpose of processing or freezing of semen for use in artificial insemination.
 - ✓ The nonsurgical impregnation of farm animals with frozen embryos.
 - ✓ The practice of artificial insemination of farm animals.
 - ✓ The teaching in schools and short courses of artificial insemination techniques and pregnancy diagnosis by qualified employees of the National Association of Animal Breeder's Certified Semen Service Program.
- A veterinarian regularly licensed in another state consulting with a licensed veterinarian in this state.
- Any merchant or manufacturer selling, at his regular place of business, medicines, feed, appliances, or other products used in the prevention or treatment of animal diseases.
- The owner of an animal and the owner's full-time regular employee caring for and treating the animal belonging to such owner, except where the ownership of the animal was transferred for purposes of circumventing this Chapter.
- A member of the faculty of a veterinary school performing his regular functions, or a person lecturing, or giving instructions or demonstrations at a veterinary school or in connection with a continuing education course or seminar.
- Any person selling or applying any pesticide, insecticide, or herbicide.
- Any person engaging in bona fide scientific research that reasonably requires experimentation involving animals.
- Registered equine dentists, as provided by Chapter 18-C of this Title, performing duties authorized by the Louisiana Board of Veterinary Medicine.

<u>Initial License Fee/s</u> \$225	<u>Renewal License Fee/s</u> \$225	<u>Authorizing Statute</u> LARS 37:1511 et seq.
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LOUISIANA LICENSING GUIDE

VETERINARY TECHNICIAN, REGISTERED

SOC CODE: 29-2056

Regulatory Authority: Louisiana Board of Veterinary Medicine
263 Third Street, Suite 104
Baton Rouge, Louisiana 70801-1306

Phone: (225) 342-2176
Fax: (225) 342-2142
Web site: www.lsbvm.org
Email: lbvm@eatel.net
Period of License: 1 Year
Minimum Age: 18

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Provides veterinary services and health care tasks under the direct supervision and direction of a licensed veterinarian.	Hourly: \$10.16 Annual: \$21,130	Prospective veterinary technician must graduate from a 2-year program at an AVMA accredited college of veterinary technology.

REQUIREMENTS FOR LICENSE

- Submit notarized application to the Board at least 30 days prior to announced date of examination, and be of good moral character.
- Must have successfully completed a 2-year program at an AVMA accredited college of veterinary technology.
- Must pass national and or state examination for veterinary technology.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$30 Application: \$25	\$30	LARS 37:1511 et seq.

LOUISIANA LICENSING GUIDE

WAREHOUSE MANAGER

SOC CODE: 11-3071 TRANSPORTATION, STORAGE AND DISTRIBUTION MANAGERS

Regulatory Authority: Louisiana Agricultural Commodities Commission (LACC)
Commodity or Warehouse Division
P. O. Box 3098
Baton Rouge, Louisiana 70821-3098

Phone: (225) 922-1341
Fax: (225) 923-4877
Web site: www.ldaf.state.la.us
Email: reba_h@ldaf.state.la.us
Period of License: 1 Year
Minimum Age: Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Plan, direct, or coordinate transportation, storage, or distribution activities in accordance with governmental policies and regulations for warehouse in which agricultural commodities are stored for the public for a fee.	Hourly: \$29.87 Annual: \$62,130	Usually one or two years of both on-the-job experience and informal training with experienced workers. Training in vocational schools, related on-the-job experience, or an associate's degree. Some may require a bachelor's degree.

REQUIREMENTS FOR LICENSE

- Must have 5 years experience in the warehouse business to include facilities that commingle commodities belonging to different owners, and facilities that preserve the separate identities of different lots of agricultural commodities, and submit an application.
- Must provide bond, current financial statement, schedule of charges or tariffs, scale ticket and signature cards, and current certificate of provisional stock in amount to cover commodities.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200	\$200	R S 3:3401 et seq

LOUISIANA LICENSING GUIDE

WATER SUPPLY PROTECTION SPECIALIST

SOC CODE: 51-8031 WATER AND LIQUID WASTE TREATMENT PLANT AND SYSTEM OPERATORS

Regulatory Authority: State Plumbing Board of Louisiana
2714 Canal Street, Suite 512
New Orleans, Louisiana 70119-5543

Phone: (504) 826-2382
Fax: (504) 826-2175
Web site: None
Email: dont@spbla.com
Period of License: 1 Year
Minimum Age: Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Operate or control an entire process or system of machines, often through the use of control boards, to transfer or treat water or liquid waste.	Hourly: \$13.05 Annual: \$27,150	Completion of an associate degree or a 1-year certificate program in water quality and wastewater treatment technology increases an applicant's chances.

REQUIREMENTS FOR LICENSE

- Must have a current Journeyman Plumber License or Master Plumber License.
- Must possess a current *American Society of Sanitary Engineers (ASSE) General Tester Certificate* to the guidelines of the *ASSE Series 5000/5010 Professional Qualifications Standard*.
- Must pay all appropriate fees.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$10	\$10	LARS 37:1361 et seq.

LOUISIANA LICENSING GUIDE

WEIGHMASTER

SOC CODE: 11-9011 FARM, RANCH, AND OTHER AGRICULTURAL MANAGERS

Regulatory Authority:	Louisiana Department of Agriculture and Forestry Weights and Measures Division P. O. Box 3098 Baton Rouge, Louisiana 70821-3098
Phone:	(225) 925-1341
Fax:	(225) 923-4877
Web site:	www.ldaf.state.la.us
Email:	Not Applicable
Period of License:	1 Year
Minimum Age:	Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
On a paid basis, manage cotton gins, packing houses, or other agricultural establishments for employers. In charge of weighing commodities being bought from or sold to the public when a charge is made for such weighing or a certificate of weight is issued.	Hourly: \$28.22 Annual: \$58,690	Usually need several years of work-related experience, on-the-job training, and or vocational training. Most of these jobs require a four-year bachelor's degree.

REQUIREMENTS FOR LICENSE

- Must pass the weighmaster examination.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Per Weighmaster: \$75	\$75	LRS 3:4622RS 46:1401

LOUISIANA LICENSING GUIDE

WEIGHTS AND MEASURES SERVICE PERSON

SOC CODE: 49-9069 PRECISION INSTRUMENT AND EQUIPMENT REPAIRERS, ALL OTHER

Regulatory Authority: Louisiana Department of Agriculture and Forestry
Weights and Measures Division
P. O. Box 3098
Baton Rouge, Louisiana 70821-3098

Phone: (225) 925-3780
Fax: (225) 923-4877
Web site: www.ldaf.state.la.us
Email: benjy_r@ldaf.state.la.us
Period of License: 1 Year
Minimum Age: Not Applicable

<u>Job Description</u>	<u>Average Hourly/Annual Wage-June 2007</u>	<u>Training/Education</u>
Install, repair, or recondition any commercial weighing or measuring device.	Hourly: \$19.10 Annual: \$39,730	High school diploma to start and some postsecondary education preferred. Some may require associate or bachelor's degree.

REQUIREMENTS FOR LICENSE

- Must have possession of, or available for use, weights and testing equipment appropriate in design and adequate in amount.
- No person may operate as a registered service agency or as a registered service person until licensed.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$75	L R S 3:4621 and L R S 3:4622

LOUISIANA LICENSING GUIDE

SECTION II

BUSINESS LICENSES

- *Regulatory Authority*
- *Contact Information*
- *Requirements for License*
- *License Fees*
- *Authorizing Statute*

LOUISIANA LICENSING GUIDE

ARBORIST (UTILITY)

Regulated Activity:	Tree Removal-Authorizes the holder to recommend or execute the removal of trees or portions of trees along utility rights of way.
Regulatory Authority:	Louisiana Horticulture Commission P. O. Box 3596 Baton Rouge, Louisiana 70821-3596
Phone:	(225) 952-8100
Fax:	(225) 925-3760
Web site:	www.ldaf.state.la.us
Email:	horticulture@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- Must take a written exam by appointment.
- Must possess a certificate of liability insurance that includes \$25,000 for bodily injury, and \$50,000 for property damages.
- Must attend one approved continuing education seminar each year.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75 Examination Fee: \$50	\$75	R.S. 3:3801

LOUISIANA LICENSING GUIDE

AUCTION

Regulated Activity:	Auctions
Regulatory Authority:	Auctioneer's Licensing Board 8017 Jefferson Highway, Suite A-2 Baton Rouge, Louisiana 70809-1681
Phone:	(225) 922-2329
Fax:	(225) 925-1892
Web site:	www.lalb.org
Email:	auctionboard@eatel.net
Period of License:	1 Year (January 1 – December 31)
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- Must submit an application and meet all bond requirements.
- Must employ licensed auctioneers.
- Must Complete 6 hours of Board approved continuing education each year to maintain license.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$300	\$300	RS 37:31:3113 (B)

LOUISIANA LICENSING GUIDE

BURGLAR ALARM CONTRACTOR

Regulated Activity:	Burglar Alarms-The sale, lease, rent, design planning, planning with the intent to prewire, prewiring, installation, maintenance, repair, testing, modification, improvement, alternation, inspection or servicing of an electronic protective system.
Regulatory Authority:	Office of the State Fire Marshal 8181 Independence Boulevard Baton Rouge, Louisiana 70806-6413
Phone:	(225) 256-5452
Fax:	(225) 925-3657
Web site:	www.dps.state.la.us/SFM
Email:	None
Period of License:	1 Year
Minimum Age:	None

REQUIREMENTS FOR LICENSE

BURGLAR ALARM TYPE A AND A-1 FIRM REQUIREMENTS

- Must assure the general public of the competence of individuals and companies that offer electronic protective systems or services, relating to such alarms or systems for the general public, by establishing statewide uniform procedures and qualifications for the licensing of such individuals and companies.
- Each burglar alarm *contracting* company must be physically located within the boundaries of the state of Louisiana, and must not have a P. O. Box for a physical address. The main office and all branch locations must employ a separate Type B (for Type A firms) or G (for Type A-1 Firms) license holder that must live within 150 miles of the office he qualifies.
- Must submit a completed application including state and federal tax I.D. numbers and signatures of all owners, partners and or principals. Applications must have original signatures.
- Must submit a company check or money order made payable to the Office of the State Fire Marshal. No personal checks or cash will be accepted. Must have proof of a current Certificate of Insurance showing the policy number, address of office location and expiration date made out to the State Fire Marshal. A binder is acceptable, but the Certificate of Insurance shall be sent within 30 days. The amount of coverage should be no less than \$500,000.00 and should include: General Liability, Errors and Omissions, and Workers Compensation. The binder must show the same coverage. The words “Errors and Omissions” must be spelled out on the face of the insurance certificate.

LOUISIANA LICENSING GUIDE

BURGLAR ALARM CONTINUED

- If a firm is incorporated, a copy of the Secretary of State Certificate must also be attached to other necessary documents.
- Must have an Occupational Permit from a local government for all companies regardless of type (Corporation, Individual, or Partnership) or location.
- You may contact the following offices to obtain required documents or information:

State Sales Tax ID#	(225) 925-7318
Federal Tax ID#	(800) 829-1040
Louisiana Worker's Compensation	(225) 342-7571
Louisiana Secretary of State	(225) 922-1000
Louisiana Burglar & Fire Alarm Association (LBFAA) Testing	(337) 886-7282
National Security Association (NSA) Testing	(800) 998-6890
National Training School (NTS) Testing	(888) 702-1687

Special Note: Application for Type B and G holder's personal license *must be submitted with the firm application.*

(License fees below apply to firms only)

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200 Application Fee: \$50	\$50 Revision or Duplicate: \$20	RS 40:1662 et seq.

Note: If a firm has a change of address, a revision fee of \$20, firm application, occupational license, and insurance certificate reflecting new address must be submitted.

BURGLAR ALARM EMPLOYEE REQUIREMENTS (EMPLOYED WITH TYPE A FIRM)

- Anyone who is engaged in the alarm contracting business, and or with a licensed firm through the State Fire Marshal's Office in the State of Louisiana, must hold a current and valid license. In order to obtain a license, one must submit a completed and signed application to the State Fire Marshal's Office.
- An individual must be applying for a position with a company that has a current and valid license through this office.

LOUISIANA LICENSING GUIDE

BURGLAR ALARM CONTINUED

- Employee must not have a P. O. Box for a physical address.
- Application must be completed and signed by both the applicant and employer, must not be processed without dates, including the *date of hire*, and must have the original signatures.
- An individual may be licensed for more than one firm provided the individual pays fees for separate valid licenses.
- A “Type B” License Holder must live within 150 miles of the qualifying office. They may only qualify for one office.
- Must submit two photos of the applicant, and they must be one inch by one inch and show the whole face. Applications will not be processed without the photos. Photos must be sent for renewals as well.
- Must submit copies of the appropriate *certificates* required of the requested license type.
- Must submit a company check or money order made payable to the State Fire Marshal’s Office. No cash or personal checks will be accepted.

CERTIFICATE DESCRIPTIONS

- Type B License – Level 2A and 2B certification (Technician).
- Type C License – Level 1 Certification (Installer)-1 or 2 units of Continuing Education are required at renewal.
- Type D License – No certificate required (Apprentice).
- Type E License – Understanding Alarms Training Course Certificate (Sales-Designer).
- Type F – No certificates required until renewal time (Provisional Sales-Designer).

Note: Continuing Education Unit Certificates for Type C Installers must be submitted at the time of renewal.

(License fees below apply to employees only)

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50 Application Fee: \$50	\$50 Revision or Duplicate: \$20	RS 40:1662 et seq.

LOUISIANA LICENSING GUIDE

BURGLAR ALARM CONTINUED

BURGLAR ALARM EMPLOYEE REQUIREMENTS **(EMPLOYED WITH TYPE A-1 FIRM)**

- Any person who is engaged in the alarm contracting business in the State of Louisiana must hold a current and valid license, and must be working with a licensed firm through the State Fire Marshal's Office.
- Must submit a completed and signed employee application to this office along with the required attachments. Applications cannot be processed without dates, including *date of hire*, and must have original signatures.
- An individual may be licensed for more than one firm provided the individual pays the fees for separate valid licenses.
- A type "G" License Holder must live within 150 miles of the qualifying office, and must not have a P. O. Box for a physical address.
- Must submit a company check or money order made payable to the State Fire Marshal's Office. No cash or personal checks will be accepted.
- Must submit two photos of the applicant that are one inch by one inch, and shows the face. Applications will not be processed without the photos. Photos must be sent for renewals as well.
- Must submit copies of the appropriate *certificates* required for the requested license type.

CERTIFICATE DESCRIPTIONS

- Type G License-Firm Alarm Installation Methods Course: Course can be taken with the Louisiana Burglar and Fire Association. (Technician)
- Type H-No certificates required. (Apprentice)

Special Note: See complete copy of "*Alarm Industry Licensing Act*" for complete rules and regulations.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$100	\$50	RS 40:1662 et seq.

LOUISIANA LICENSING GUIDE

CEMETERY AUTHORITY AND SALES AND MANAGEMENT

Regulated Activity:	Cemetery Authority, Sales, and Management
Regulatory Authority:	Louisiana Cemetery Board 3445 N. Causeway Blvd., Suite 700 Metairie, Louisiana 70002
Phone:	(504) 838-5267
Fax:	(504) 838-5289
Web site:	www.lcb.state.la.us
Email:	lmccann@lcb.state.la.us
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

CEMETERY AUTHORITY - The initial application for a certificate of authority, including without limitation an application for a new certificate required by R.S. 8:76, shall be made in writing by a cemetery authority to the Board on a form prescribed by the Board, accompanied by an application fee of five hundred dollars. Applications for renewal of a valid, subsisting, and unsuspended certificate of authority shall be made in similar fashion, accompanied by the regulatory charge provided for in this Title. All initial applications must show that the cemetery authority owns or is actively operating a cemetery that is subject to the provisions of this Title: Acts 1974 No. 417 § 1. Amended by Acts 1992, No. 105, § 1. Amended by Acts 2003, No. 704 § 1.

(License fees below only applicable for Cemetery Authority)

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$500	\$9.00 per interment Interment Fee: \$25 Minimum	RS 8:70 and RS 8:73

CEMETERY SALES AND MANAGEMENT - No person shall engage in the business of cemetery sales or cemetery management organization except as authorized by this title and without first obtaining a license from the Board: Acts 1974, No. 417, § 1. Any person wishing to establish and operate the business of a cemetery sales or management organization must operate as a corporation as required by R.S. 8:201 and shall file with the Board a written application for a license to operate. The application shall be on a form issued by the Board, which shall require, as a minimum, that the documents and information submitted to the Board shall include the following:

LOUISIANA LICENSING GUIDE

CEMETERY AUTHORITY CONTINUED

CEMETERY SALES AND MANAGEMENT CONTINUED

- a. A statement of the states or other jurisdictions in which the corporation presently is conducting the business activity for which a license is being applied and any adverse order, judgment, or decree entered against the applicant in each jurisdiction or by any court.
- b. The corporation's name, address, the form of its organization, and the address of each of its offices within and without the state.
- c. The name, address, and principal occupation for the past five years of every director and officer of the applicant, and the name, address, and principal occupation for the past five years of every principal owner and principal stockholder. For this purpose, any individual whose interest in the applicant exceeds ten percent shall be considered a principal owner or stockholder.
- d. A copy of the articles of incorporation that establish the legal entity of the applicant.
- e. A narrative description of the promotional plan for the sale of cemetery property and services

(License fees below only applicable for Cemetery Sales and Cemetery Management)

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50 If 90% owned: \$25	\$50 If 90% owned: \$25	RS 8:401

LOUISIANA LICENSING GUIDE

CONTRACTOR

Regulated Activity:	Building Construction; Highway, Street, and Bridge Construction; Heavy Construction; Municipal and Public Works Construction; Electrical Work; Mechanical Work; Plumbing Work; Hazardous Materials; Specialty Classifications; and Residential Construction.
Regulated Authority:	Louisiana State Licensing Board for Contractors 2525 Quail Drive Baton Rouge, Louisiana 70808
Phone:	(225) 765-2301
Fax:	(225) 765-2431
Web site:	www.lslbc.louisiana.gov
Email:	cmarceaux@lslbc.state.la.us
Period of License:	1 Year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- Licensing requirements exist for public and private construction contracts exceeding \$50,000 and for commercial construction. Also, projects consisting of more than two single residential homes or more than one single residential duplex, triplex, or fourplex require licensing.
- Must complete an application, and take the **Business, Law, and Trade** exam. For the examination a passing grade of 70 to 75 percent (depending on the exam) is required. Must have a net worth of \$10,000.
- Must show 4 hours of continuing education in order to renew license.

NONRESIDENT REQUIREMENTS

- Nonresident contractors must obtain a Certificate of Authority from the Secretary of State. Nonresident contractors and subcontractors must register with the Department of Revenue and Taxation if the contract is in excess of \$3,000.
- The contractor shall also post a bond or other surety in the minimum of \$1,000.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$265	\$115	37:2150-2192

LOUISIANA LICENSING GUIDE

CONTRACTOR, LANDSCAPE

Regulated Activity:	Landscape Contractor-Authorizes a person to recommend and execute measures for interior and exterior beautification through the use of nursery stock. May prepare drawings to indicate the placement of nursery stock.
Regulated Authority:	Louisiana Horticulture Commission P. O. Box 3596 Baton Rouge, Louisiana 70821-3596
Phone:	(225) 952-8100
Fax:	(225) 925-3760
Web site:	www.ldaf.state.la.us
Email:	horticulture@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- Must take a written exam by appointment.
- Must have the name Landscape Contractor and license number on all drawings.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75 Examination Fee: \$50	\$75	R S 3:3801 et seq

LOUISIANA LICENSING GUIDE

CONTRACTOR, LANDSCAPE IRRIGATION

Regulated Activity: Landscape Irrigation Contractor - Authorizes the holder to construct, install, connect, repair, maintain, improve or alter any portion of a landscape irrigation system, including the required wiring for that system. Requires the licensee to obtain a Water Supply Protection Specialist endorsement from the State Plumbing Board before connecting to a public or private water supply system. Licensees must enter into a written contract with the property owner specifying the landscape irrigation services to be performed and the sum to be paid for the services.

Regulated Authority: Louisiana Horticulture Commission
P. O. Box 3596
Baton Rouge, Louisiana 70821-3596

Phone: (225) 952-8100
Fax: (225) 925-3760
Web site: www.ldaf.state.la.us
Email: horticulture@ldaf.state.la.us
Period of License: 1 Year
Minimum Age: 18

REQUIREMENTS FOR LICENSE

- Must take a written exam by appointment.
- Must possess a certificate of liability insurance that includes \$25,000 for bodily injury and \$50,000 for property damages.
- Must attend one approved continuing education seminar every three years.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75	\$75	R S 3:3801 et seq

LOUISIANA LICENSING GUIDE

COTTON BUYER

Regulated Activity:	Cotton Buyer
Regulatory Authority:	Agricultural Commodities Commission P. O. Box 3098 Baton Rouge, Louisiana 70821-3098
Phone:	(225) 922-1341
Fax:	(225) 923-4877
Web site:	www.ldaf.state.la.us
Email:	reba_h@ldaf.state.la.us
Period of License:	1 Year (Through June 30)
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- All persons, firms, corporations, associations, or other entities, who purchase or contract to purchase in this state, for themselves, cotton grown in Louisiana, must have five years of experience in the cotton business.
- Must complete application and be approved by the Louisiana Agriculture Commodities Commission annually.
- Must provide bond, current financial statement and agency agreements.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200	\$200	Must contact the Regulatory Authority

LOUISIANA LICENSING GUIDE

CUT FLOWER DEALER

Regulated Activity:	Cut Flower Dealer Permit-Authorizes a person to sell cut flowers, either single flower or in bunches. Cannot arrange flowers in any fashion.
Regulatory Agency:	Louisiana Horticulture Commission P. O. Box 3596 Baton Rouge, Louisiana 70821-3596
Phone:	(225) 952-8100
Fax:	(225) 925-3760
Web site:	www.ldaf.state.la.us
Email:	horticulture@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- No exam is required.
- Permit only.
- Separate permit is required for each outlet.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$70	\$70	3:3801 et seq.

LOUISIANA LICENSING GUIDE

DAIRY PRODUCTS PROCESSOR

Regulated Activity:	Dairy Products Processor-A <u>Processor</u> is a person who processes one or more dairy products, or a person who purchases bulk milk for a dairy farmer for resale to a person who processes dairy products, not ice cream, or ice milk mix.
Regulatory Agency:	Agricultural Commodities Commission P. O. Box 3098 Baton Rouge, Louisiana 70821-3098
Phone:	(225) 922-1346
Fax:	(225) 237-5646
Web site:	www.ldaf.state.la.us
Email:	gail-m@ldaf.state.la.us
Period of License:	2 Years
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- All persons must complete the application form required by the Commissioner of Agriculture and Forestry, and submit for approval for licensure.
- Compliance with all pertinent requirements of the Department of Health and Hospitals (DHH) Human Resources Office.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Must contact the Regulatory Authority above.	Must contact the Regulatory Authority above.	R S 3:4101 et seq.

LOUISIANA LICENSING GUIDE

EGG MARKETING

Regulated Activity:	Egg Marketing
Regulatory Authority:	Louisiana Egg Commission P. O. Box 1951 Baton Rouge, Louisiana 70821-3098
Phone:	(225) 925-3772
Fax:	(225) 923-4877
Web site:	www.ldaf.state.la.us or www.laeggs.com
Email:	eggs@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must be a packer, producer, wholesaler, or broker, of shell eggs or egg products.
- Must be licensed to sell eggs in Louisiana.

<u>Initial License Fee/s</u> \$100	<u>Renewal License Fee/s</u> \$100	<u>Authorizing Statute</u> LAC Title 7
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LOUISIANA LICENSING GUIDE

ELECTRICAL CONTRACTORS

Regulated Activity:	Electrical Work
Regulatory Authority:	Louisiana State Licensing Board for Contractors P. O. Box 14419 Baton Rouge, Louisiana 70898-4419
Phone:	(225) 765-2301
Fax:	(225) 765-2431
Web site:	www.lslbc.louisiana.gov
Email Address:	applications@lslbc.louisiana.gov (Commercial and Mold) rapplications@lslbc.louisiana.gov (Residential or Home Improvement)
Period of License:	Expires December 31 each year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- Must contact the Regulatory Authority as it pertains to contractor.

<u>Initial License Fee/s</u> \$265	<u>Renewal License Fee/s</u> \$100	<u>Authorizing Statute</u> 37:2150-2173
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LOUISIANA LICENSING GUIDE

EXPLOSIVE MANUFACTURER OR DISTRIBUTOR

Regulated Activity:	Explosive Manufacturer or Distributor
Regulatory Agency:	Louisiana State Police Explosives Control Unit 7919 Independence Boulevard Baton Rouge, Louisiana 70806-6409
Phone:	(225) 925-6113
Fax:	(225) 925-3559
Web site:	www.lsp.org
Email:	GLEblanc@dps.state.la.us
Period of License:	1 Year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- Must submit a drug test, and have 16 hours of training in Louisiana.
- A convicted Felon cannot receive a Louisiana Explosive's License.
- Each manufacturer, distributor, dealer, and user maintaining a storage magazine shall possess an additional license or permit for each magazine.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Magazine: \$20 User: \$30 Blaster: \$20 New: \$20 Manufacturer or Distributor: \$100 Dealer: \$100	All: \$20	RS 40:1651 et seq. and LAC 55:V:3001 et seq.

LOUISIANA LICENSING GUIDE

FACILITY, ADULT DAY CARE

Regulated Activity:	Adult Day Care, Non-Medicaid
Regulatory Authority:	Louisiana Department of Health and Hospitals (DHH) Health Standards Section 446 North 12th Street Baton Rouge, Louisiana 70802-4613
Phone:	(225) 342-0138
Fax:	(225) 342-0453
Web site:	www.dhh.louisiana.gov
Email:	pmoseley@dhh.la.gov
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must include an application and an on-site survey.
- An initial licensing packet may be purchased for \$25, payable to DHH in the form of a money order or company check. No personal checks accepted.
- Initial licensing process is for 90 days, and one to three days for an on-site survey.

<u>Initial License Fee/s</u> \$75 - \$225	<u>Renewal License Fee/s</u> \$50 - \$200	<u>Authorizing Statute</u> RS 46:51
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LOUISIANA LICENSING GUIDE

FACILITY, ADULT RESIDENTIAL

Regulated Activity:	Adult Residential
Regulatory Authority:	Louisiana Department of Social Services Bureau of Licensing P. O. Box 3078 Baton Rouge, Louisiana 70821-3078
Phone:	(225) 342-9905
Fax:	(225) 342-9690
Web site:	www.dss.state.la.us
Email:	ystewart@dss.state.la.us
Contact Person :	Yvonne D. Stewart, Licensing Manager
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Requirements include application, fire and health approval, zoning, and on-site inspection. Director qualifications are a Bachelor of Science (BS) degree plus one year of experience.
- The length of the licensing process is 60 to 120 days for applications and on-site inspection.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$175	\$175	R.S.40:2151

LOUISIANA LICENSING GUIDE

FACILITY, CHILD CARE

Regulated Activity:	Child Care
Regulatory Activity:	Louisiana Department of Social Services (DSS) Bureau of Licensing P. O. Box 3078 Baton Rouge, Louisiana 70821-3078
Phone:	(225) 342-9905
Fax:	(225) 342-9609
Web site:	www.dss.state.la.us
Email:	arollins@dss.state.la.us for Class A dlavergn@dss.state.la.us for Class B
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- There are two types of licenses, Class A and Class B.
- Must submit an application, fire and health approvals, zoning, and on-site inspection.
- The length of the licensing process is 30 to 90 days for an initial application.
- An initial application fee of \$25 is required with the application form. This nonrefundable fee will be applied toward the license fee when the facility's capacity is determined.
- After the completed application has been received by the Bureau of Licensing, the Bureau will request that inspections be made by the Office of the State Fire Marshal, Office of Public Health, Sanitarian Services, and any other appropriate local agencies (Zoning Department, City Fire Department, etc.). Even though the Bureau of Licensing makes these requests, it is the responsibility of the applicant to obtain the inspections and get the approvals.
- After the application form and initial fees have been received and processed, you will be contacted by the DSS Bureau of Licensing to schedule the initial inspection survey by a Licensing Specialist. All of the appropriate agencies listed above must give their approval prior to licensure and occupancy. Any additional licensure fees are due after the initial survey and prior to issuance of a license.

<u>Initial License Fee/s</u> \$25 - \$250	<u>Renewal License Fee/s</u> \$25 - \$250	<u>Authorizing Statute</u> Must contact the Regulatory Authority
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LOUISIANA LICENSING GUIDE

FACILITY, CHILD RESIDENTIAL NON-MEDICAID

Regulated Activity:	Child Residential
Regulatory Authority:	Louisiana Department of Social Services Bureau of Licensing P. O. Box 3078 Baton Rouge, Louisiana 70821-3078
Phone:	(225) 342-9905
Fax:	(225) 342-9690
Web site:	www.dss.state.la.us
Email:	ystewart@dss.state.la.us
Contact Person:	Yvonne D. Stewart, Licensing Manager
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must submit an application, fire (Fire Marshall) and health approvals (Health Department), zoning, and on-site inspection.
- Director qualifications are a bachelor's degree plus 1 year experience.
- The length of the licensing process is 60 to 120 days for application and on-site inspection.

<u>Initial License Fee/s</u> \$400-\$800	<u>Renewal License Fee/s</u> Must contact the Regulatory Authority	<u>Authorizing Statute</u> Must contact the Regulatory Authority
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LOUISIANA LICENSING GUIDE

FACILITY, DEVELOPMENTALLY DISABLED INTERMEDIATE CARE

Regulated Activity:	Intermediate Care Facility for the Developmentally Disabled
Regulatory Authority:	Department of Health and Hospitals Health Standards Section 446 North 12th Street Baton Rouge, Louisiana 70802-4613
Phone:	(225) 342-9406
Fax:	(225) 342-5292
Web site:	www.dhh.louisiana.gov
Email:	m.monroe@dhh.LA.gov
Period of License:	1 Year
Minimum Age:	None

REQUIREMENTS FOR LICENSE

- Must submit an application and obtain fire and health approval, zoning, and on-site survey.
- Note: There is a moratorium on certifying any new facilities.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$600	\$600 plus \$5 for each bedroom	RS 40:1662 et seq.

LOUISIANA LICENSING GUIDE

FACILITY, EMERGENCY SHELTER

Regulated Activity:	Emergency Shelter
Regulatory Authority:	Louisiana Department of Social Services Bureau of Licensing P. O. Box 3078 Baton Rouge, Louisiana 70821-3078
Phone:	(225) 342-9905
Fax:	(225) 342-9690
Web site:	www.dss.state.la.us
Email:	ystewart@dss.state.la.us
Contact Person:	Yvonne D. Stewart, Licensing Manager
Period of License:	1 Year
Minimum Age:	Direct Care Staff must be at least 18

REQUIREMENTS FOR LICENSE

- Must submit an application, fire (Fire Marshal), health approval (Health Department), zoning, and an on-site inspection.
- Director qualifications are Bachelor of Science (BS) degree plus 4 years of experience.
- The licensing process is 60 to 120 days per application, and 1 to 3 days for on-site inspection.

<u>Initial License Fee/s</u> \$100-\$300	<u>Renewal License Fee/s</u> \$100-\$300	<u>Authorizing Statute</u> RS 46:1401
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LOUISIANA LICENSING GUIDE

FACILITY, HANDICAPPED RESIDENTIAL CARE

Regulated Activity:	Residential Care or Community Home or Group Intermediate Care Facility for Person with Mental Retardation
Regulatory Authority:	Department of Health and Hospitals Bureau of Health Services Division P. O. Box 3767 Baton Rouge, Louisiana 70821-3767
Phone:	(225) 342-9406
Fax:	(225) 342-5292
Web site:	www.dhh.louisiana.gov
Email:	m.monroe@dhh.LA.gov
Period of License:	1 Year
Minimum Age:	None

REQUIREMENTS FOR LICENSE

- Must submit an application and obtain fire and health approval, zoning, and on-site survey.
- An application including standards is available for \$50.

<u>Initial License Fee/s</u> \$600 and \$5 for each bedroom	<u>Renewal License Fee/s</u> \$600 and \$5 for each bedroom	<u>Authorizing Statute</u> RS 40:1662 et seq.
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LOUISIANA LICENSING GUIDE

FACILITY, MATERNITY HOME - CLIENT PLACING AGENCY

Regulated Activity:	Maternity Home
Regulatory Authority:	Louisiana Department of Social Services Bureau of Licensing P. O. Box 3078 Baton Rouge, Louisiana 70821-3078
Phone:	(225) 342-9905
Fax:	(225) 342-9690
Web site:	www.dss.state.la.us
Email:	ystewart@dss.state.la.us
Contact Person:	Yvonne D. Stewart, Licensing Manager
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must submit an application and an on-site inspection.
- The length of the licensing process is 30 to 60 days for an application and on-site inspection.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$50	RS 46:1401

LOUISIANA LICENSING GUIDE

FACILITY, RESPITE CARE - CLIENT CARE PROVIDER

Regulated Activity:	Respite Care, Client Care Provider
Regulatory Authority:	Louisiana Department of Health and Hospitals Health Standards Section 446 North 12th Street Baton Rouge, Louisiana 70802-4613
Phone:	(225) 342-0135
Fax:	(225) 342-0453
Web site:	www.dss.state.la.us
Email:	lnichols@dhh.la.gov
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must submit an application, fire (Fire Marshall) and health approvals (Health Department), zoning, and an on-site inspection.
- The length of the licensing process is 60 to 120 days for the application, and for the on-site inspection 1 to 2 days is required.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Home: \$200 Out-of-Home-Care-No less than 4 nor more than 6 beds: \$400 Out-of-Home-Care-No less than 7 nor more than 15 beds: \$600 Out-of-Home-Care-16 or more beds: \$800	All: Vary	RS 28:381

LOUISIANA LICENSING GUIDE

FIRE DETECTION AND ALARM SYSTEMS PLANNING, CERTIFYING, SERVICING, AND INSTALLING

Regulated Activity:	Firms and employees, who certify, hydrostatically test, install, inspect, integrate, sell, or service life safety and property protection equipment and systems must hold a valid license from the Office of the State Fire Marshal. Life safety systems include fire sprinkler, fire alarm, fire suppression and fire extinguisher equipment and systems. Property protections systems include security, household fire, closed circuit television, electronic locking and mechanical locking systems and equipment.
Regulatory Authority:	Louisiana Office of the State Fire Marshal 8181 Independence Boulevard Baton Rouge, Louisiana 70806
Phone:	(225) 925-7047
Fax:	(225) 925-3699
Web site:	www.dps.louisiana.gov/sfm
Email:	None
Period of License:	1 Year
Minimum Age:	18 years old for technicians, 16 years old for apprentices.

REQUIREMENTS FOR LICENSE

- Firm and employees must be licensed.
- Firm must have a least one qualifier per endorsement held.
- Firm must currently have \$500,000 General Liability and Workmen's Compensation policies.
- All applicants for Property Protection License endorsements must undergo and pass a criminal history check. Felony convictions are grounds for denial.
- Individual license holders must meet all training, testing and certification requirements.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Depending on endorsement Firm: \$250 - \$500 Employee: \$50 - \$100	Depending on Endorsement Firm: \$50 - \$250 Employee: \$25 - \$100	RS 40:1664 et seq.

LOUISIANA LICENSING GUIDE

FIRE EXTINGUISHER CONTRACTOR, PORTABLE

Regulated Activity:	Class A - Portable Fire Extinguisher Contractor (Technician).
Regulatory Authority:	Office of the State Fire Marshal 8181 Independence Boulevard Baton Rouge, Louisiana 70806
Phone:	(225) 925-7047
Fax:	(225) 925-3699
Web site:	www.dps.louisiana.gov/sfm
Email:	None
Period of License:	1 Year
Minimum Age:	None

REQUIREMENTS FOR LICENSE

- License required for portable fire extinguisher contractor, Class A certificate of registration, Class A Employee License, and Class A Trainee License.
- Must take the Fire Marshal exam for portable fire extinguishers and score 75 percent or better in order to be licensed as an employee.
- Firm and employees must be licensed.
- Firm must have a least one qualifier per endorsement held.
- Firm must currently have \$500,000 General Liability and Workmen's Compensation policies.
- Individual license holders must meet all training, testing and certification requirements.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Depending on endorsement Firm: \$250 - \$500 Employee: \$50 - \$100	Depending on endorsement Firm: \$50 - \$250 Employee: \$25 - \$100	RS 40:1651 et seq. and LAC 55:V:3001 et seq.

LOUISIANA LICENSING GUIDE

FIRE EXTINGUISHING SUPPRESSION SYSTEMS, FIXED

Regulated Activity:	License required is Pre-Engineered Class B, or Engineered Class C, Fixed Fire Extinguishing Systems Contractors Certificate or Registration, Class B or C Employee License, and an Apprentice Permit.
Regulatory Authority:	Office of the State Fire Marshal 8181 Independence Boulevard Baton Rouge, Louisiana 70806
Phone:	(225) 925-7047
Fax:	(225) 925-3699
Web site:	www.dps.louisiana.gov/sfm
Email:	None
Period of License:	1 Year
Minimum Age:	None

REQUIREMENTS FOR LICENSE

- Must have liability insurance coverage in the amount of \$500,000, plus B1 firms can only deal with Pre-Engineered Fixed Fire Extinguishing Systems.
- Class C must obtain \$1,000,000 liability insurance coverage. Must have an employee certified in NICET Level III or IV special hazards, or a mechanical engineer licensed with the Louisiana Board of Professional Engineers.
- Firm and employees must be licensed.
- Firm must have a least one qualifier per endorsement held.
- Firm must currently have \$500,000 General Liability and Workmen's Compensation policies.
- Individual license holders must meet all training, testing and certification requirements.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Depending on endorsement Firm: \$250 - \$500 Employee: \$50 - \$100	Depending on endorsement Firm: \$50 - \$250 Employee: \$25 - \$100	R.S.30:1651 et seq. & LAC55:V:3001 et seq

LOUISIANA LICENSING GUIDE

FIREWORKS: MANUFACTURER, ASSEMBLER, DISTRIBUTOR, IMPORTER, JOBBER, AND RETAILER

Regulated Activity:	Fireworks: Manufacturer, Assembler, Distributor, Importer, Jobber, and Retailer.
Regulatory Authority:	Office of the State Fire Marshal (OSFM) Mechanical Safety Section 8181 Independence Boulevard Baton Rouge, Louisiana 70806-6413
Phone:	(225) 925-3657
Fax:	(225) 925-3813
Web site:	www.dps.state.la.us/SFM/
Email:	kmills@dps.state.la.us or bowens@dps.state.la.us
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- New building or construction shall have plans submitted to the Plan Revision Department of the OSFM for approval.
- An application must be fully filled out and notarized.
- Certified electrical inspection completed and submitted on all retail locations.
- Physical inspection of storage facilities required on all other licenses.
- Must possess a State Sales Tax ID#.
- The Fireworks Act Handbook is available from the Office of the State Fire Marshal.
- Permits shall be obtained before any items can be sold, constructed, or manufactured.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Manufacturer: \$10,000*	Manufacturer: \$10,000 or *\$20,000	RS 51:650
Assembler: \$1,000*	Assembler: \$1,000 or *\$2,000	
Distributor: \$2,000*	Distributor: \$2,000 or *\$4,000	
Importer: \$500*	Importer: \$500 or *\$1,000	
Jobber: \$250*	Jobber: \$250 or *\$500	
Retailer: \$100*	Retailer: \$100 or *\$200	

*Late Fee applies to licenses obtained or renewed after April 1st of each year.

LOUISIANA LICENSING GUIDE

FIREWORKS PUBLIC DISPLAY

Regulated Activity:	Fireworks Public Display
Regulated Authority:	Office of the State Fire Marshal 8181 Independence Boulevard Baton Rouge, Louisiana 70806-6413
Phone:	(225) 925-3657
Fax:	(225) 925-3813
Web site:	www.dps.state.la.us/SFM/
Email:	kmills@dps.state.la.us or bowens@dps.state.la.us
Period of License:	1 Year
Minimum Age:	21

REQUIREMENTS FOR LICENSE

- Application or letter must be a notarized affidavit and be received at least five days prior to the event. Letter of application must list the date, time and place of the public display, including the length of time of the display, a list of all fire prevention plans, and provisions which will be provided to insure public safety. Copy of insurance coverage shall be provided.
- Must apply to the Office of the State Fire Marshal or to a certified local authority desiring a permit for a public display.
- Letter must be as stated above.
- The Fire Act Handbook is available from the Office of the State Fire Marshal.

<u>Initial License Fee/s</u> \$100	<u>Renewal License Fee/s</u> Must contact the Regulatory Authority above for renewal fees if any should apply	<u>Authorizing Statute</u> Must contact the Regulatory Authority above for authorizing statute
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LOUISIANA LICENSING GUIDE

FISHING LICENSE, COMMERCIAL

Regulated Activity:	Commercial Fishing License
Regulatory Authority:	Louisiana Department of Wildlife and Fisheries 2000 Quail Drive Baton Rouge, Louisiana 70808-9038
Phone:	(225) 765-2898
Fax:	(225) 763-5421
Web site:	www.wlf.louisiana.gov
Email:	webmaster@wlf.louisiana.gov
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must contact the Regulatory Authority above for requirements.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Vary	Vary	R S 56

LOUISIANA LICENSING GUIDE

FLORIST, RETAIL

Regulated Activity:	Retail Florist License-Authorizes a person to arrange and sell floral designs, cut flowers, and ornamental plants. Does not include woody ornamentals, such as tall trees or fruit trees. Must have a regular employee (minimum of 32 hours per week) at each place of business that is a licensed florist. Does not apply to artificial materials or dried plant materials.
Regulatory Authority:	Louisiana Horticulture Commission P. O. Box 3596 Baton Rouge, Louisiana 70821-3596
Phone:	(225) 952-8100
Fax:	(225) 925-3760
Web site:	www.ldaf.state.la.us
Email:	horticulture@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- Must take an exam consisting of a written and practical exam.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75 Initial and Practical Examination respectively: \$50 and \$100	\$75	R S 3:3801 et seq.

LOUISIANA LICENSING GUIDE

FLORIST, WHOLESALE

Regulated Activity:	Wholesale Florist-Authorizes a person to prepare and sell cut flowers, plant materials and ornamental plants to retail florist and cut flower dealers.
Regulatory Authority:	Louisiana Horticulture Commission P. O. Box 3596 Baton Rouge, Louisiana 70821-3596
Phone:	(225) 952-8100
Fax:	(225) 925-3760
Web site:	www.ldaf.state.la.us
Email:	horticulture@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- Must pass a written exam by appointment only.
- Work consists of preparing and selling flowers to retail florists and cut flower dealers.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75 Written Examination: \$50	\$75	R S 3:3801 et seq.

LOUISIANA LICENSING GUIDE

FUEL ACTIVITIES

Regulated Activity:	Fuel Activities Requiring Licensure Due to Excise Taxes
Regulatory Authority:	Department of Revenue Taxpayer Services Division P. O. Box 201 Baton Rouge, Louisiana 70821-0201
Phone:	(225) 219-7656
Fax:	(225) 219-2227
Web site:	www.revenue.louisiana.gov
Email:	None
Period of License:	Contact Regulatory Authority
Minimum Age:	None

WHO IS REQUIRED TO BE LICENSED

- A supplier who may also act as a terminal operator, permissive supplier, distributor, importer, exporter, blender, motor fuel transporter, or aviation fuel dealer, without securing a separate license but who is subject to all other conditions, requirements, and liabilities imposed on those license holders.
- A permissive supplier who may also act as a distributor, importer, exporter, blender, motor fuel transporter, or aviation fuel dealer, without securing a separate license but who is subject to all other conditions, requirements, and liabilities imposed on those license holders.
- A distributor who may also act as an importer, exporter, blender, or motor fuel transporter, without securing a separate license but who is subject to all other conditions, requirements, and liabilities imposed on those license holders.
- An importer who may also act as an exporter, blender, or motor fuel transporter, without securing a separate license but who is subject to all other conditions, requirements, and liabilities imposed on those license holders.
- A terminal operator.
- An exporter.
- A motor fuel transporter.
- A blender.
- An interstate motor fuel user.
- An aviation fuel dealer.

<u>Initial License Fee/s</u> Contact Regulatory Authority	<u>Renewal License Fee/s</u> Contact Regulatory Authority	<u>Authorizing Statute</u> R S 47:807, L A C 61:I3301
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LOUISIANA LICENSING GUIDE

GAMING, CASINO AND VIDEO

Regulated Activity:	Gaming Entities
Regulatory Authority:	Louisiana Gaming Control Board 9100 Bluebonnet Centre Boulevard Suite 500 Baton Rouge, Louisiana 70809
Phone:	(225) 8295-8450 or 1-888-295-8450
Fax:	(225) 295-8479
Web site:	www.dps.state.la.us/lgcb/
Email:	trudy.fuselier@dps.la.gov
Period of License:	Contact Regulatory Authority
Minimum Age:	Contact Regulatory Authority

REQUIREMENTS FOR LICENSE

- Types of licenses regulated; gaming manufacturer or supplier, non gaming supplier permit, video gaming license.
- Contact the Louisiana State Police Gaming Licensing Section at 225-925-3597 or view their Web site <http://www.lsp.org>.

<u>Initial License Fee/s</u> Contact Regulatory Authority	<u>Renewal License Fee/s</u> Contact Regulatory Authority	<u>Authorizing Statute</u> Contact Regulatory Authority
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LOUISIANA LICENSING GUIDE

HEARING AID DEALER

Regulated Activity:	Hearing Aid Dealer
Regulatory Authority:	Louisiana State Board of Hearing Aid Dealers P. O. Box 6016 Monroe, Louisiana 71211-6016
Phone:	(318) 362-3014
Fax:	(318) 362-3019
Web site:	Not Applicable
Email:	lbhad@hotmail.com
Period of License:	1 Year
Minimum Age:	21

REQUIREMENTS FOR LICENSE

- License is required for all persons selling or fitting hearing aids, either as a sales person or a dealer.
- Dealer must renew license annually, and meet educational requirements (15 hours per year).
- Must have a high school diploma or equivalent, two years of college or two years of accredited higher education and pass all phases of an examination that consists of a verbal, written, and practical examination given once a year in January at various locations.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Training Permit (Application Fee): \$200 Permit upon approval: \$100 License by Reciprocity: \$200	Renewal Fee: \$200 Reinstatement of expired license: \$400	Must contact the Regulatory Authority

LOUISIANA LICENSING GUIDE

HORSE RACING

Regulated Activity:	Horse Racing
Regulatory Authority:	Louisiana State Racing Commission 320 North Carrollton Avenue, Suite 2-B New Orleans, Louisiana 70119-5100
Phone:	(504) 483-4000
Fax:	(504) 483-4898
Web site:	http://horseracing.la.gov
Email:	lmunster@LRC.state.la.us
Period of License:	1-3 Years
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Businesses or occupations Licensed by Louisiana State Racing Commission; Apprentice Jockey, Assistant Starter, Colors, Exercise Rider, Groom or Hotwalker, Jockey, Jockey Agent, Mutuel, Outrider, Owner, Plater, Pony Person, Spouse, Stable Foreman, Trainer, Valet, Vendor, and Veterinarian.
- Contact the Regulatory Authority for licensing requirements.

<u>Initial License Fee/s</u> Contact Regulatory Authority	<u>Renewal License Fee/s</u> Contact Regulatory Authority	<u>Authorizing Statute</u> R.S. 4:169
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LOUISIANA LICENSING GUIDE

HORTICULTURIST

Regulated Activity:	Horticulturist License-Authorizes a person to sell or lease nursery stock and make recommendations and execute measures for the maintenance of nursery stock. A horticulture service license is required if the person is pruning shrubs or fertilizing, since this is considered grounds-maintenance.
Regulatory Authority:	Louisiana Horticulture Commission P. O. Box 3596 Baton Rouge, Louisiana 70821-3596
Phone:	(225) 952-8100
Fax:	(225) 925-3760
Web site:	www.ldaf.state.la.us
Email:	horticulture@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- Must take a written exam by appointment.
- The Louisiana Horticulture Commission does not regulate “yard work” such as cutting lawns, edging and hand-weeding beds.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75 Written Examination: \$50	\$75	3:3801 et seq.

LOUISIANA LICENSING GUIDE

LIME MANUFACTURING

Regulated Activity:	Lime Manufacturing
Regulatory Authority:	Louisiana Department of Agriculture and Forestry P. O. Box 25060 Baton Rouge, Louisiana 70894-5060
Phone:	(225) 342-2616
Fax:	(225) 342-0027
Web site:	www.ldaf.state.la.us
Email:	beine@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must contact the Regulatory Authority above for license requirements

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$15	\$15	Title 3-Chapter 10, part 3-Sections 1361-1373

LOUISIANA LICENSING GUIDE

LIVESTOCK (ALTERNATIVE LICENSE)

Regulated Activity:	Livestock (Alternative License)-Issued to persons owning imported exotic deer and antelope, elk, and farm raised white tail deer for commercial purposes.
Regulatory Authority:	Commissioner of Agriculture & Forestry P. O. Box 1951 Baton Rouge, Louisiana 70821-1951
Phone:	(225) 925-3980
Fax:	(225) 925-4103
Web site:	None
Email:	hmoreau@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must submit an application and inspection of the facility.

<u>Initial License Fee/s</u> \$50	<u>Renewal License Fee/s</u> \$50	<u>Authorizing Statute</u> RS 3:3101-3106
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LOUISIANA LICENSING GUIDE

LIVESTOCK DEALER

Regulated Activity: Livestock Dealer

Regulatory Authority: Louisiana Livestock Sanitary Board
P. O. Box 1951
Baton Rouge, Louisiana 70821-1951

Phone: (225) 925-3980
Fax: (225) 925-4103
Web site: None
Email: hmoreau@ldaf.state.la.us
Period of License: 1 Year
Minimum Age: Not Applicable

REQUIREMENTS FOR LICENSE

- Must submit an application to the Livestock Sanitary Board.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
None	None	RS 3:561-567

LOUISIANA LICENSING GUIDE

LIVESTOCK (LOUISIANA PUBLIC LIVESTOCK MARKET AND PERMIT)

Regulated Activity:	Livestock (Louisiana Public Livestock Market and Permit)
Regulatory Authority:	Louisiana Livestock Sanitary Board P. O. Box 1951 Baton Rouge, Louisiana 70821
Phone:	(225) 925-9380
Fax:	(225) 925-4103
Web site:	None
Email:	maxwel_1@daf.state.la.us
Period of License:	Charter until revoked, Permit annually
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must submit an application to the Livestock Sanitary Board, and obtain approval by the Board at a public hearing.

<u>Initial License Fee/s</u> \$250	<u>Renewal License Fee/s</u> None	<u>Authorizing Statute</u> Auction Market Charter Law RS 3:3661-671
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LOUISIANA LICENSING GUIDE

MANUFACTURED HOUSING INDUSTRY - BROKER, DEVELOPER, MANUFACTURER AND RETAILER (MAIN LOT)

Regulated Activity:	Manufactured Housing Industry
Regulatory Authority:	Louisiana Manufactured Housing Commission 11606 Southfork Avenue, Suite 103 Baton Rouge, Louisiana 70816-5235
Phone:	(225) 295-8500
Fax:	(225) 295-8503
Web site:	www.lmhc.louisiana.gov
Email:	deanefrazier@lmhc.louisiana.gov
Period of License:	1 Year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- **Broker** must complete Licensing Application.
- Driver's License.

- **Developer** and **Retailer** must complete Licensing Application.
- Driver's License.
- \$50,000 surety bond or \$50,000 net worth.
- Proof of 1 year sales experience.
- Purchase of existing retailer will need six months as a Louisiana resident.
- Proof of a \$100,000 liability insurance policy.
- Attendance of certification course (\$100).

- **Manufacturer** must complete Licensing Application.
- Proof of \$1,000,000 liability insurance policy.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Broker: \$150 Developer: \$150 Manufacturer: \$250 Retailer (Main Lot): \$150 All except Manufacturer: \$26 for background check	All: Same as initial fees	RS51.911 ϕ 912

LOUISIANA LICENSING GUIDE

MEDICAL (GAS PIPING INSTALLER)

Regulated Activity:	Medical (Gas Piping Installer)
Regulatory Authority:	State Plumbing Board of Louisiana 2714 Canal Street, Suite 512 New Orleans, Louisiana 70119
Phone:	(504) 826-2382
Fax:	(504) 826-2175
Web site:	Not Applicable
Email:	dont@spbla.net
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must complete 32 hours of Medical Gas Installation training that meets the criteria prescribed by the Board and NFPA 99C Gas and Vacuum Systems.

<u>Initial License Fee/s</u> \$30	<u>Renewal License Fee/s</u> \$30	<u>Authorizing Statute</u> LARS 37:1361 et seq
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LOUISIANA LICENSING GUIDE

MEDICAL (GAS VACUUM SYSTEM VERIFIER)

Regulated Activity: Medical (Gas Vacuum System Verifier)

Regulatory Authority: State Plumbing Board of Louisiana
2714 Canal Street, Suite 512
New Orleans, Louisiana 70119-5543

Phone: (504) 826-2382

Fax: (504) 826-2175

Web site: Not Applicable

Email: dont@spbla.net

Period of License: 1 Year

Minimum Age: Not Applicable

REQUIREMENTS FOR LICENSE

- Must complete 32 hours of Medical Gas Installation training that meets the criteria prescribed by the Board and NFPA 00C Gas and Vacuum Systems.
- Must pay appropriate fees.

<u>Initial License Fee/s</u> \$200	<u>Renewal License Fee/s</u> \$200	<u>Authorizing Statute</u> LARS 37:1361 et seq
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LOUISIANA LICENSING GUIDE

MINING OF LIGNITE COAL, SURFACE-INJECTION WELLS-COMMERCIAL OIL FIELD WASTE DISPOSERS

Regulated Activity:	Oil Wells, Gas Wells, Injection Wells, Lignite Mines, Commercial Oil field Waste Disposers, Solution Mining, and Hydrocarbon Storage
Regulatory Authority:	Louisiana Department of Natural Resources Office of Conservation P. O. Box 94275 Baton Rouge, Louisiana 70804-9275
Phone:	(225) 342-5500
Fax:	(225) 342-3094 and (225) 242-3441
Web site:	www.dnr.louisiana.gov
Email:	OOC-INFO@DNR.ST.LA.US or injection-mining@La.gov
Period of License:	Varies. See Requirements for License K (Period of Issuance)
Minimum Age:	None

REQUIREMENTS FOR LICENSE

- **License K Period of Issuance:**
 - 1) Class I Well—10 Years
 - 2) Commercial Facility—Until suspended or revoked
 - 3) Class II, III, and V Wells—Until suspended or revoked
 - 4) Surface Mine—5 Years. A longer term can be granted if the applicant can show that the longer term needed will allow applicant to obtain necessary financing.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Application for Unit Termination: \$252 Application for Substitute Unit Well: \$252 Application for Public Hearing: \$755	Must contact the Regulatory Authority	LA R S 30:1et seq

See next page for a continuation of Initial License Fees (LAC 43: XIX.Chapter 7)

LOUISIANA LICENSING GUIDE

MINING CONTINUED

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
<p>Application for Multiple Completion: \$126</p> <p>Application to Commingle: \$252</p> <p>Application for Automatic Custody Transfer: \$252</p> <p>Application for Non-commercial Injection Well: \$252</p> <p>Application for Commercial Class I Injection Well: \$1,264</p> <p>Application for Commercial Class I Injection Well/ Additional Wells: \$631</p> <p>Application for Commercial Class II Injection Well: \$631</p> <p>Application for Commercial Class II Injection Well Additional Wells: \$314</p> <p>Application for Permit to Drill- Minerals (0' – 3,000'): \$126</p> <p>Application for Permit to Drill- Minerals (3,000'-10,000'): \$631</p> <p>Application for Permit to Drill- Minerals (10,001' +): \$1,264</p> <p>Drill Minerals Deeper (> 3,000'): \$504</p> <p>Drill Minerals Deeper (> 10,000'): \$632</p> <p>Application to Amend Permit to Drill- Minerals: \$126</p> <p>Application to Amend Permit to Drill- Injection or other: \$126</p> <p>Application for Surface Mining Exploration Permit: \$65</p> <p>Application for Surface Mining Development Operations Permit: \$94</p> <p>Application for Surface Mining Permit: \$2,212</p> <p>Application to Process Form R-4: \$36</p> <p>Application to Reinstate Suspended Form R-4: \$65</p> <p>Application for Emergency Clearance Form R-4: \$65</p>	<p>Must contact the Regulatory Authority</p>	<p>LA R S 30: 30:1 et seq.</p>

LOUISIANA LICENSING GUIDE

MOTOR VEHICLE

Regulated Activity:	Motor Vehicle Dealer, Motor Vehicle Salesman, Manufacturer, Distributor or Wholesaler of Motor Vehicles, Factory Branch , Distributor Branch, Factory Representative, Distributor Representative, Motor Vehicle Lessor and Lessor Used Car Facility.
Regulatory Authority:	Louisiana Motor Vehicle Commission 3519 12 th Street Metairie, Louisiana 70002-3427
Phone:	(504) 838-5207
Fax:	(504) 838-5416
Web site:	www.lmvc.la.gov
Email:	lahouse@lmvc.la.gov
Period of License:	1 Year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- Must contact the Regulatory Authority for detailed information regarding requirements.

<u>Initial License Fee/s</u> Vary	<u>Renewal License Fee/s</u> Vary	<u>Authorizing Statute</u> R S 32:1254, et seq.
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LOUISIANA LICENSING GUIDE

MOTOR VEHICLE (USED) AND RECREATIONAL VEHICLES

Regulated Activity:	Used Motor Vehicle Dealer, Automotive Dismantler and Parts Recycler, Motor Vehicle Crusher, Manufacturer, Distributor, Motorcycle and ATV Dealer, Marine products Dealer, Recreational Vehicle Dealer, Rent with the Option to Purchase Dealer, Daily Rental Dealer, and Utility Trailer Dealer.
Regulatory Authority:	Louisiana Recreational and Used Motor Vehicle Commission 3132 Valley Creek Drive Baton Rouge, Louisiana 70808
Phone:	(225) 925-3870
Fax:	(225) 925-3869
Web site:	http://www.lrumvc.louisiana.gov/licensing.htm
Email:	Not Available
Period of License:	1 Year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- Must contact the Regulatory Authority for detailed information regarding requirements.

<u>Initial License Fee/s</u> Varies	<u>Renewal License Fee/s</u> Varies	<u>Authorizing Statute</u> Contact Regulatory Authority
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LOUISIANA LICENSING GUIDE

NURSERY CERTIFICATE PERMIT (GROWER'S PERMIT)

Regulated Activity:	Nursery Certificate Permit (Grower's Permit)-Authorizes a grower to sell items grown such as nursery stock, cut flowers, and bulbs.
Regulatory Authority:	Louisiana Horticulture Commission P. O. Box 3596 Baton Rouge, Louisiana 70821-3596
Phone:	(225) 952-8100
Fax:	(225) 925-3760
Web site:	www.ldaf.state.la.us
Email:	horticulture@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- The nursery is inspected for any major insects or diseases. Permits issued only, and they are issued after inspection is made. No exam is required.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Acreage and or Greenhouse greater than 200 square feet: \$100	Acreage and or Greenhouse greater than 200 square feet: \$100	3:3801 et seq.
Home Yard less than 2,500 square feet and or Greenhouse less than 200 square feet: \$25	Home Yard less than 2,500 square feet and or Greenhouse less than 200 square feet: \$25	

LOUISIANA LICENSING GUIDE

NURSERY STOCK DEALER PERMIT

Regulated Activity:	Nursery Stock Dealer Permit-Authorizes a person to sell nursery stock.
Regulatory Authority:	Louisiana Horticulture Commission P. O. Box 3596 Baton Rouge, Louisiana 70821-3596
Phone:	(225) 952-8100
Fax:	(225) 925-3760
Web site:	www.ldaf.state.la.us
Email:	horticulture@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- Permit issued only.
- Must obtain a separate permit for each outlet.

<u>Initial License Fee/s</u> \$130	<u>Renewal License Fee/s</u> \$130	<u>Authorizing Statute</u> 3:3801 et seq.
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LOUISIANA LICENSING GUIDE

PRIVATE EMPLOYMENT SERVICE

Regulated Activity:	Private Employment Service
Regulatory Authority:	Louisiana Workforce Commission Office of Regulatory Services Private Employment Service Division P. O. Box 94094 Baton Rouge, Louisiana 70804-9094
Phone:	(225) 342-7825
Fax:	(225) 342-2717
Web site:	www.laworks.net
Email:	wpace@ldol.state.la.us
Period of License:	Issue date subsequent to December 31
Minimum Age:	None

REQUIREMENTS FOR LICENSE

- Must score at least 80 percent on examination.
- Must submit 3 notarized character references.
- Must submit a résumé.
- Must obtain a Surety Bond in the amount of \$5,000.
- Proposed *applicant contract* must be approved by the Louisiana Workforce Commission.
- Must pay all fees.
- Must complete 00L-1 Application form and have the form notarized.

<u>Initial License Fee/s</u> \$600	<u>Renewal License Fee/s</u> \$200	<u>Authorizing Statute</u> RS 23:101 et seq.
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LOUISIANA LICENSING GUIDE

PRIVATE INVESTIGATOR (AGENCY)

Regulated Activity:	Private Investigator (Agency)
Regulatory Authority:	Louisiana State Board of Private Investigator Examiners 2051 Silverside Drive, Suite 190 Baton Rouge, Louisiana 70808-9005
Phone:	(225) 763-3556
Fax:	(225) 763-3536
Web site:	www.lsbpie.com
Email:	info@lsbpie.com
Period of License:	1 Year
Minimum Age:	18

REQUIREMENTS FOR LICENSE

- Must have at least three years of experience within the last ten years either working as a private investigator or in an investigative capacity.
- Must satisfy all requirements for licensing.

<u>Initial License Fee/s</u> \$275	<u>Renewal License Fee/s</u> \$200	<u>Authorizing Statute</u> R S 37:3500-3525
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LOUISIANA LICENSING GUIDE

PROVIDER, ADOPTION AGENCY

Regulated Activity:	Adoption Agency
Regulatory Authority:	Louisiana Department of Social Services Bureau of Licensing P. O. Box 3078 Baton Rouge, Louisiana 70821-3078
Phone:	(225) 342-9905
Fax:	(225) 342-9690
Web site:	www.dss.state.la.us
Email:	ystewart@dss.state.la.us
Contact Person :	Yvonne D. Stewart, Licensing Manager
Period of License:	1 year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must include an application and an on-site inspection.
- Director qualifications are a Bachelor of Science (BS) degree plus 2 years experience.
- The length of the licensing process is 60 to 120 days for application and on-site inspection.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50	\$50	RS 46:1401

LOUISIANA LICENSING GUIDE

PROVIDER, CASE MANAGEMENT

Regulated Activity:	Case Management
Regulatory Authority:	Department of Health and Hospitals Health Standards Section 446 North 12 th Street Baton Rouge, Louisiana 70802-4613
Phone:	(225) 342-0138
Fax:	(225) 342-0453
Web site:	www.dhh.state.la.us
Email:	lnichols@dhh.la.gov
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must complete an application and an on-site inspection.
- The length of the licensing process varies.

<u>Initial License Fee/s</u> \$600	<u>Renewal License Fee/s</u> \$600	<u>Authorizing Statute</u> Must contact the Regulatory Authority
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LOUISIANA LICENSING GUIDE

PROVIDER, FOSTER CARE

Regulated Activity:	Foster Care Agency
Regulatory Authority:	Louisiana Department of Social Services Bureau of Licensing P. O. Box 3078 Baton Rouge, Louisiana 70821-3078
Phone:	(225) 342-9905
Fax:	(225) 342-9690
Web site:	www.dss.state.la.us
Email:	ystewart@dss.state.la.us
Contact Person:	Yvonne D. Stewart, Licensing Manager
Period of License:	1 year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must submit an application and on-site inspection.
- Director qualifications are a Bachelor of Science (BS) degree plus 2 years of experience.
- The licensing process is 60 to 120 days per application and on-site inspection.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
50	\$50	RS 46:1401

LOUISIANA LICENSING GUIDE

PROVIDER, INDEPENDENT LIVING

Regulated Activity:	Supervised Independent Living
Regulatory Authority:	Louisiana Department of Social Services Bureau of Licensing P. O. Box 3078 Baton Rouge, Louisiana 70821-3078
Phone:	(225) 922-0015
Fax:	(225) 922-0014
Web site:	www.dss.state.la.us
Email:	ystewart@dss.state.la.us
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must submit an application and on-site inspection.
- The length of the licensing process is 60 to 120 days for the application, and 1 to 2 days for the on-site inspection.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$200	\$200	RS 28:381

LOUISIANA LICENSING GUIDE

PROVIDER, INFANT INTERVENTION

Regulated Activity:	Infant Intervention
Regulatory Authority:	Louisiana Department of Social Services Bureau of Licensing P. O. Box 3078 Baton Rouge, Louisiana 70821-3078
Phone:	(225) 922-0015
Fax:	(225) 922-0014
Web site:	www.dss.state.la.us
Email:	ystewart@dss.state.la.us
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must submit an application, fire and health approvals, zoning, and an on-site inspection.
- The length of the licensing process is 60 to 120 days for an application, and one day for the on-site inspection.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50 - \$275	\$50 - \$275	RS 46:1401

LOUISIANA LICENSING GUIDE

PROVIDER, PERSONAL CARE ATTENDANT OR FAMILY SUPPORT

Regulated Activity:	Personal Care Attendant Family Support
Regulatory Authority:	Louisiana Department of Health and Hospitals (DHH) Health Standards Section P. O. Box 3767 Baton Rouge, Louisiana 70821
Phone:	(225) 342-0138
Fax:	(225) 342-0453
Web site:	www.dhh.louisiana.gov
Email:	pmoseley@dhh.la.gov
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must include an application and an on-site survey. An initial licensing packet may be purchased for \$25, payable to DHH in the form of a money order or company check. No personal checks accepted.
- Initial licensing process is for 90 days and one to three days for an on-site survey.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$75-\$225	\$50-\$200	RS 46:51

LOUISIANA LICENSING GUIDE

PYROTECHNIC OPERATOR OR SPECIAL EFFECTS PYROTECHNIC OPERATOR

Regulated Activity:	Pyrotechnic Operator or Special Effects Pyrotechnic Operator
Regulatory Authority:	Office of the State Fire Marshal (OSFM) Mechanical Safety Section 8181 Independence Boulevard Baton Rouge, Louisiana 70806-6413
Phone:	(225) 925-3657
Fax:	(225) 925-3813
Web site:	www.dps.state.la.us/SFM/
Email:	bowens@dps.state.la.us
Period of License:	1 Year
Minimum Age:	21

REQUIREMENTS FOR LICENSE

- Must have assisted in a minimum of five “permitted or licensed public displays using Fireworks 1.3G or above in the state of Louisiana, under the direct supervision of a pyrotechnic operator licensed in Louisiana, one of which must act as lead operator. Written verification from a licensed pyrotechnic operator is required.
- Must submit application for pyrotechnic operators license to OSFM.
- Must pass pyrotechnic examination given by the State Fire Marshal’s Office with 70 percent or higher.
- Must not have been convicted of a felony. See provisions to requirements Title SI-R.S. 57:655 E-5.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$50 Each Exam: \$50	\$25 Each	RS 51:650 et seq.

LOUISIANA LICENSING GUIDE

SEAFOOD PROCESSING AND WHOLESALE DISTRIBUTION

Regulated Activity:	Seafood Processing and Wholesale Distribution: Shucker-Packer, Shell-stock Shipper, Re-shipper, Crabmeat Packer, Fish Packer, Alligator Processor, Wholesale Seafood Distributor, Oyster Transplant Permit
Regulatory Authority:	Department of Health and Hospitals Seafood Sanitation Unit 6867 Bluebonnet Boulevard Baton Rouge, Louisiana 70810-1635
Phone:	(225) 763-5467
Fax:	(225) 763-5549
Web site:	None
Email:	dguilbea@dhh.state.la.us
Period of License:	1 Year
Minimum Age:	None

REQUIREMENTS FOR LICENSE

- The one-year permit *excludes* seasonal: alligator one-month, oyster transplant-2 weeks.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Minimum –Depending on Gross Revenue: \$150- \$500	\$150-\$500	Must contact the Regulatory Authority to obtain appropriate statues

LOUISIANA LICENSING GUIDE

SECURITY COMPANY, OWNER (QUALIFYING AGENT)

Regulated Activity:	Security Company, Owner (Qualifying Agent)
Regulatory Authority:	Louisiana State Board of Private Security Examiners 15703 Old Hammond Highway Baton Rouge, Louisiana 70816-1503
Phone:	(225) 272-2310 Extension 20
Fax:	(225) 272-5816
Web site:	None
Email:	jryland@dpsmail.dps.state.la.us
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must be a high school graduate or equivalent, or have equivalent work experience.
- Must have at least 3 consecutive years of experience as an employee, owner, or manager of a contract security company.
- Must pass a 112-question examination pertaining to the laws, rules, and regulations.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
\$400	\$400	LARS 37:3270-3298

LOUISIANA LICENSING GUIDE

SEED DEALER

Regulated Activity:	Seed Dealer
Regulatory Authority:	Louisiana Seed Commission P. O. Box 3596 Baton Rouge, Louisiana 70821-3596
Phone:	(225) 925-4733
Fax:	(225) 925-4124
Web site:	www.ldaf.state.la.us
Email:	eric_g@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Anyone who sells seed in one-pound packets or more must be licensed in the state of Louisiana.

<u>Initial License Fee/s</u> \$75	<u>Renewal License Fee/s</u> \$75	<u>Authorizing Statute</u> LARS 37:3270-3298
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LOUISIANA LICENSING GUIDE

SPRINKLER CONTRACTOR

Regulated Activity:	Sprinkler Contractor-A person or entity engaged in the installation, repair, alteration, addition, maintenance, or inspections of fire protection sprinkler systems.
Regulatory Authority:	Office of the State Fire Marshal 8181 Independence Boulevard Baton Rouge, Louisiana 70806-6413
Phone:	(225) 925-7047 or (800) 256-5452
Fax:	(225) 925-3699
Web site:	www.dps.state.la.us/SFM/
Email:	None
Period of License:	1 Year
Minimum Age:	None

REQUIREMENTS FOR LICENSE

Firm

- The State Fire Marshal issues a sprinkler permit to a fire protection sprinkler contractor upon approval of the application. The Sprinkler Permit must have a Certificate Holder that holds a NICET Level III or higher in Sprinkler Layout and Design to qualify the firm.
- A current copy of the contractor's insurance certificate made out to the State Fire Marshal must be attached with the application. The amount of coverage should be no less than \$1,000,000, and should include General Liability, Errors and Omissions, and Worker's Compensation. The Certificate of Insurance must include the policy number, date of expiration, and physical address of each contractor location. Contractor's operation of business must be noted in the description part of the insurance certificate.
- Must submit documentation from the Louisiana Secretary of State's Office if contractor is incorporated.
- Must submit Occupational License from a local government for all contractors (Corporation, Partnership, or Individual).

LOUISIANA LICENSING GUIDE

SPRINKLER CONTRACTOR CONTINUED

Employee

- Employees must hold a current certification as a NICET LEVEL III or IV in Sprinkler Layout. An inspector must pass a competency exam administered by the State Fire Marshal's Office.
- Must attach 2 color photographs of applicant that are one inch by one inch and shows the whole face. Failure to do so will result in a delay of the process. Application cannot be processed without the photos, dates, including the date of hire, and must have original signatures!
- Must submit a photocopy of the applicant's social security card and driver's license. This will enable the Office of the State Fire Marshal to verify required information in case of illegible handwriting.
- Certificate Holder must attach a copy of current NICET Card and sign and notarize the attached affidavit, for an initial application and or renewal.
- No cash or personal checks are accepted from firms or employees! Company check only (Certified Funds for firms), or money order should be made payable to the Office of the State Fire Marshal.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Firm: \$500 Employee: \$100	Firm: \$250 Employee: \$50 Change of Information: \$20	RS 40:1625 et seq.

LOUISIANA LICENSING GUIDE

STEWARDS (HORSE RACING)

Regulated Activity:	State Stewards (Horse Racing)
Regulatory Authority:	Louisiana State Racing Commission 320 North Carrollton Avenue, Suite 2-B New Orleans, Louisiana 70119-5100
Phone:	(504) 483-4000
Fax:	(504) 483-4898
Web site:	http://horseracing.la.gov
Email:	lmunster@LRC.state.la.us
Period of License:	Not Applicable
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must document 5 years prior experience as a steward, racing secretary, assistant racing secretary, starter, placing judge, paddock judge, clerk of scales, jockey, trainer, or equivalent experience in the racing industry.
- Must satisfactorily pass a written examination prescribed by the commission. A passing grade for the written exam is 85 on a scale of 100. Applicants must satisfactorily pass the written examination every 3 years.
- Must satisfactorily pass a criminal background check, and be physically fit to perform the duties of a *steward*.

<u>Initial License Fee/s</u> \$5	<u>Renewal License Fee/s</u> None	<u>Authorizing Statute</u> RS 4:148
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LOUISIANA LICENSING GUIDE

TANK TRUCK OWNER (MILK)

Regulated Activity:	Tank Truck Owner (Milk)
Regulatory Authority:	Dairy Stabilization Board P. O. Box 3098 Baton Rouge, Louisiana 70821-3098
Phone:	(225) 922-1346
Fax:	(225) 237-5646
Web site:	www.ldaf.state.la.us
Email:	gail_m@ldaf.state.la.us
Period of License:	2 Years
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- All persons engaged in measuring and sampling milk from farm bulk tanks and testing milk and cream for butterfat content must first make application to the Commissioner of Agriculture and Forestry on a form prescribed by the Commissioner.
- Must take written and practical examinations.
- Must attend a training session conducted by the Department of Agriculture and Forestry, and the Department of Health every 2 years.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Vary	Vary	RS 3:4006

LOUISIANA LICENSING GUIDE

TURTLE FARMER

Regulated Activity:	Turtle Farmer
Regulatory Authority:	Commissioner of Agriculture and Forestry Office of Animal Health P. O. Box 1951 Baton Rouge, Louisiana 70821-1951
Phone:	(225) 925-3962
Fax:	(225) 925-4103
Web site:	Not Applicable
Email:	hmoreau@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must obtain the Louisiana Turtle Farmer License.

<u>Initial License Fee/s</u> \$250	<u>Renewal License Fee/s</u> \$250	<u>Authorizing Statute</u> Must contact the Regulatory Authority for the authorizing statute
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LOUISIANA LICENSING GUIDE

WAREHOUSE, COMMODITY

Regulated Activity:	Any warehouse in which agricultural commodities are stored for the public for a fee.
Regulatory Authority:	Louisiana Agricultural Commodities Commission (LACC) Commodity or Warehouse Division P. O. Box 3098 Baton Rouge, Louisiana 70821-3098
Phone:	(225) 922-1341
Fax:	(225) 923-4877
Web site:	www.ldaf.state.la.us
Email:	reba_h@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must have 5 years experience in the warehouse business to include facilities that commingle commodities belonging to different owners, and facilities that preserve the separate identities of different lots of agricultural commodities, and submit an application.
- Must provide bond, current financial statement, schedule of charges or tariffs, scale ticket and signature cards, and current certificate of provisional stock in amount to cover commodities.

<u>Initial License Fee/s</u> \$200	<u>Renewal License Fee/s</u> \$200	<u>Authorizing Statute</u> R S 3:3401 et seq
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LOUISIANA LICENSING GUIDE

WEIGHTS AND MEASURES SERVICE AGENCY

Regulated Activity:	Weights and Measures Service-Allows individuals to install, repair, or recondition any commercial weighing or measuring device.
Regulatory Authority:	Louisiana Department of Agriculture and Forestry Weights and Measures Division P. O. Box 3098 Baton Rouge, Louisiana 70821-3098
Phone:	(225) 925-3780
Fax:	(225) 925-0477
Web site:	www.ldaf.state.la.us
Email:	benjy_r@ldaf.state.la.us
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- Must have possession of, or available for use, weights and testing equipment appropriate in design and adequate in amount.
- No person may operate as a registered service agency or as a registered service person until he is licensed.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Service Agency: \$100 Service Person: \$50	\$75	L R S 3:4621 and L R S 3:4622

LOUISIANA LICENSING GUIDE

WHOLESALE DRUG DISTRIBUTORS

Regulated Activity:	Wholesale Drug Distributors
Regulatory Authority:	Louisiana Board of Wholesale Drug Distributors 12046 Justice Avenue, Suite C Baton Rouge, Louisiana 70816
Phone:	(225) 295-8567
Fax:	(225) 295-8568
Web site:	www.lsbwdd.org
Email:	lsbwdd@bellsouth.net
Period of License:	1 Year
Minimum Age:	Not Applicable

REQUIREMENTS FOR LICENSE

- A separate license is required for each facility or physical location.
- Parent entity must license all divisions, subdivisions, subsidiaries, and or affiliate companies owned by the parent company, that sell and or ship legend drugs or devices, in and or into the state of Louisiana.

<u>Initial License Fee/s</u>	<u>Renewal License Fee/s</u>	<u>Authorizing Statute</u>
Contact Regulatory Authority	\$200	LA R.S. 37:3461 through R.S. 37:3482 Amended in compliance with the Federal Prescription Drug Marketing Act of 1987

LOUISIANA LICENSING GUIDE

SECTION III

REGISTERED APPRENTICESHIP PROGRAMS

- *Registered Apprenticeship in Louisiana*
- *Occupations Under Apprenticeship Programs*

LOUISIANA LICENSING GUIDE

REGISTERED APPRENTICESHIP IN LOUISIANA

The Louisiana State Apprenticeship Law, (R.S. 23:381) authorizes establishment of a Registered Apprenticeship training program for a trade which provides at least two thousand hours of on-the-job training, coupled with a course of related and supplemental instruction consisting of a minimum of 144 hours per year.

Participation in Louisiana's Registered Apprenticeship system is strictly voluntary and provisions of this law apply only to those organizations, which wish to have their programs registered with the state.

Employers and other organizations, which participate as Apprenticeship program sponsors, do so because of their conviction that formal structured Apprenticeship programs produce better trained journeymen workers, and that having better trained workers results in greater cost effective productivity.

Administrative rules adopted under authority of the law require that employers or organizations that wish to establish a formal Registered Apprenticeship training program must submit written standards detailing the specific terms of the training to be provided; which terms must include:

1. The planned duration of the training.
2. A work process listing the number of hours to be spent in each phase of the on-the-job training.
3. The curriculum of the required related instruction to be taught and the number of hours to be spent in such instruction.
4. The journeyman wage rate of the trade in which the apprentice is training.
5. The progressive schedule of wages to be paid to the apprentice as training progresses.

The staff of the Louisiana Workforce Commission – Labor Programs Section offers assistance to prospective program sponsors in developing standards for a training program and submits those proposed standards for review by the Louisiana State Apprenticeship Council. Upon approval of the standards, individual apprentice agreements are processed and apprentices are indentured to the particular program sponsor pursuant to the terms of the approved standards.

Labor Programs Compliance Officers make periodic inspections of the program sponsors' facilities to determine if the apprentices are being trained in accordance with the approved standards and whether or not the program sponsor is maintaining proper records regarding the apprentice's on-the-job training hours, attendance of related instruction and payment of wages.

LOUISIANA LICENSING GUIDE

APPRENTICESHIP CONTINUED

Upon successful completion of the training program, the apprentice is issued a certificate of completion from this office and is elevated to the level of journeyman for that training.

LOUISIANA WORKFORCE COMMISSION OFFICE OF REGULATORY SERVICES – DIVISION OF APPRENTICESHIP

For more information, contact the Apprenticeship Division in Baton Rouge, Louisiana at
(225) 342-7820

1001 N. 23rd Street – Post Office Box 94094 – Baton Rouge, LA 70804-9094
Phone 225-342-7690 – Fax 225-342-2717 www.LAWORKS.net

An equal opportunity employer

Web site Instructions for Apprenticeship Programs

Additional information about Apprenticeship Programs can be found on the Louisiana Workforce Commission's Web site <http://www.LAWORKS.net>. Begin on the home page and find the heading called Workers in the center of the page. Click on the words "[additional information](#)" located to the right of the Workers heading and above the picture of workers. Then select [Search Apprenticeship Programs](#).

LOUISIANA LICENSING GUIDE

APPRENTICESHIP PROGRAM NAMES

Air Conditioning (A/C) Mechanic	Maintenance Journeyman Electrician
Air Conditioning (A/C) Refrigeration	Marine Electrician
Air Conditioning (A/C) Refrigeration Mechanic	Mechanical or Maintenance
Asbestos Worker	Millwright
Auto, Truck and Trailer Repairer	Motorized or Rigger Mechanic
Barber	Outside Machinist
Boilermaker	Painter
Carpenter	Pile Driver
Cement Mason	Pipe Fitter
Chef	Pipe Fitter or Welder
Cold End Mechanic or Electronic Mechanic	Pipe Fitter or Welder Mechanic
Combination Welder Fitter	Pipewelder
Die Maker	Plumber
Electrical or Instrumentation	Process Operator Assistant
Electrician	Rigger
Electrician, Sheet Metal, Plumber	Roofer
Elevator Constructor	Sheet Metal
Furnace or Forehearth or Lehr Operator	Ship Fitter
Glazier	Special Lab Technician
Heavy Duty Mechanic	Sprinkler Fitter
Heavy Equipment Operator or Operating Engineer	Stationary Engineer
Inside Machinist	Stores Technician
Instrument Technician	Tin Smith or Sheet Metal
Instrumentation	Tool Maker
Iron Worker	Television (TV) and Radio Technician
Lather	Truck and Trailer Repairer - See Auto
Machine Repairman	Ventilating
Machinist	Welder
Machinist Mechanic	Welder Combination - See Combination
Maintenance Electrician	

LOUISIANA LICENSING GUIDE

SECTION IV

GLOSSARY OF TERMS

LOUISIANA LICENSING GUIDE

GLOSSARY OF TERMS

Apprenticeship: a learning by practical experience under skilled workers of a trade, art, or calling.

Associate's Degree: an academic degree conferred by a two-year college after the prescribed course of study has been successfully completed.

Bachelor's Degree: an academic degree conferred by a four-year college, university, or professional school, higher than an associate's degree, but lower than a master's degree.

Certification: a document certifying (attesting) that one has fulfilled the requirements of and may practice in a field.

Doctorate or Doctoral Degree: one of the highest academic degrees (as a Ph.D.) conferred by a university.

Journeyman: one who has fully served his apprenticeship in a trade or craft and is a qualified worker in another's employ.

License: official or legal permission to do or own a specified thing.

Master's Degree: an academic degree higher than a bachelor's, but lower than a doctor's degree.

Permit: a document or certificate giving permission to do something.

Practicum: a course of study designed especially for the preparation of teachers and clinicians that involves the supervised practical application of previously studied theory.

LOUISIANA LICENSING GUIDE



Louisiana Workforce Commission

**Louisiana Workforce Commission
Office of Occupational Information Services
Research and Statistics Division
P. O. Box 94094
Baton Rouge, Louisiana 70804-9094
(225) 342-3141, (888) 302-7662
FAX (225) 342-9192**

Visit our Web site at www.LAWORKS.net

**LOUISIANA WORKFORCE COMMISSION
OFFICE OF OCCUPATIONAL INFORMATION SERVICES
RESEARCH & STATISTICS DIVISION
POST OFFICE BOX 94094
BATON ROUGE, LA 70804-9094**

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