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**OFFICE OF THE LIEUTENANT GOVERNOR  
ALASKA**

**M E M O R A N D U M**

**TO:** Sara Chambers, Department of Commerce, Community and Economic Development

**FROM:** April Simpson, Office of the Lieutenant Governor   
465.4081

**DATE:** November 22, 2024

**RE:** Filed Permanent Regulations: Department of Commerce, Community and Economic Development

Department of Commerce, Community & Economic Development General  
Occupational Licensing Functions (12 AAC 02.18 – 12 AAC 02.970)

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Attorney General File:	2024200378
Regulation Filed:	11/22/2024
Effective Date:	12/22/2024
Print:	252, January 2025

cc with enclosures: Beth Parsons, Department of Law  
Judy Herndon, LexisNexis  
Sylvan Robb, Division Director  
Stefanie Davis, Regulations Specialist



THE STATE  
of ALASKA  
GOVERNOR MIKE DUNLEAVY

Department of Law

CIVIL DIVISION

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November 22, 2024

The Honorable Nancy Dahlstrom  
Lieutenant Governor  
State of Alaska  
P.O. Box 110015  
Juneau, AK 99811-0015

Re: *12 AAC 02.18 - 12 AAC 02.970: DCCED General Occ. Lic. Functions*  
Our file: 2024200378

Dear Lieutenant Governor Dahlstrom:

The Department of Law has reviewed the attached regulations of the Department of Commerce, Community and Economic Development against the statutory standards of the Administrative Procedure Act. Based upon our review, we find no legal problems. This letter constitutes the written statement of approval under AS 44.62.060(b) and (c) that authorizes your office to file the attached regulations. The regulations were adopted by the Department of Commerce, Community and Economic Development after the close of the public comment period.

The regulations concern general occupational licensing functions.

The October 16, 2024 public notice and the November 19, 2024 adoption order both state that this action is not expected to require an increased appropriation. Therefore, a fiscal note under AS 44.62.060 is not required.

No technical corrections were necessary to conform the regulations in accordance with AS 44.62.060.

Sincerely,

TREG TAYLOR  
ATTORNEY GENERAL

By: **Rebecca C. Polizzotto**  
Rebecca C. Polizzotto  
Chief Assistant Attorney General  
Legislation, Regulations, and  
Legislative Research Section

Digitally signed by  
Rebecca C. Polizzotto  
Date: 2024.11.22  
14:05:13 -09'00'

RCP/SCW

CC w/enclosure: Stefanie Davis, Regulations Specialist 2  
Department of Commerce, Community and Economic Development

Patty Burley, Assistant Attorney General  
Department of Law

Steven C. Weaver, Assistant Attorney General  
Department of Law

ORDER ADOPTING CHANGES TO  
REGULATIONS OF THE DEPARTMENT OF COMMERCE,  
COMMUNITY, AND ECONOMIC DEVELOPMENT

The attached four pages of regulations, dealing with updating general occupational licensing function regulations, are adopted and certified to be a correct copy of the regulation changes that the Department of Commerce, Community, and Economic Development adopts under the authority of AS 08.01.050, AS 08.01.062, AS 08.01.065, AS 08.01.080, AS 08.01.087, and AS 44.33.020 and after compliance with the Administrative Procedure Act (AS 44.62), specifically including notice under AS 44.62.190 and 44.62.200 and opportunity for public comment under AS 44.62.210.

This action is not expected to require an increased appropriation.

Although no public comments were received, the Department of Commerce, Community, and Economic Development paid special attention to the cost to private persons of the regulatory action being taken.

The regulation changes described in this order take effect on the 30th day after they have been filed by the lieutenant governor, as provided in AS 44.62.180.

DATE: 11/19/2024

DocuSigned by:



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Sylvan Robb, Director  
Division of Corporations, Business and  
Professional Licensing

*April Simpson for*

FILING CERTIFICATION

I, Nancy Dahlstrom, Lieutenant Governor for the State of Alaska, certify that on November  
22, 2024 at 4:00 p.m., I filed the attached regulations according to the provisions of  
AS 44.62.040 – 44.62.120.

*for April Simpson*

Nancy Dahlstrom, Lieutenant Governor

Effective: December 22, 2024

Register: 252, January 2025

**FOR DELEGATION OF THE LIEUTENANT GOVERNOR'S AUTHORITY**

**I, NANCY DAHLSTROM, LIEUTENANT GOVERNOR OF THE STATE OF ALASKA, designate the following state employees to perform the Administrative Procedures Act filing functions of the Office of the Lieutenant Governor:**

**April Simpson, Regulations and Initiatives Specialist**

**IN TESTIMONY WHEREOF, I have signed and affixed the Seal of the State of Alaska, in Juneau, on May 15th, 2023.**



A handwritten signature in blue ink, reading "Nancy Dahlstrom", is written over a horizontal dotted line.

**NANCY DAHLSTROM  
LIEUTENANT GOVERNOR**

Register 252, January 2025 PROFESSIONAL REGULATIONS

12 AAC 02.105(14) is repealed:

(14) repealed 12 / 22 / 2024;

(Eff. 9/27/86, Register 99; am 11/20/86, Register 100; am 4/3/88, Register 105; am 5/28/93, Register 126; am 2/13/94, Register 129; am 12/28/97, Register 144; am 11/27/98, Register 148; am 6/13/2002, Register 162; am 3/25/2004, Register 169; am 5/14/2021, Register 238; am 1/5/2024, Register 249; am 9/12/2024, Register 251; am 12 / 22 / 2024, Register 252)

**Authority:** AS 08.01.062 AS 08.01.065 AS 08.01.100

12 AAC 02.180(a)(5) is amended to read:

(5) "doing business as" (dba), owner, or entity [NAME] change, \$65;

(Eff. 9/27/86, Register 99; am 11/20/86, Register 100; am 10/1/88, Register 107; am 5/4/90, Register 114; am 5/20/92, Register 122; am 8/20/93, Register 127; am 10/29/94, Register 132; am 11/15/96, Register 140; am 11/27/98, Register 148; am 10/28/2000, Register 156; am 3/25/2004, Register 169; am 5/18/2014, Register 210; am 10/20/2018, Register 228; am 9/12/2024, Register 251; am 12 / 22 / 2024, Register 252)

**Authority:** AS 08.01.065 AS 08.18.041

The introductory language of 12 AAC 02.320 is amended to read:

**12 AAC 02.320. State Physical Therapy and Occupational Therapy Board.** The following fees are established for physical therapists, physical therapist [THERAPY] assistants, occupational therapists, and occupational therapy assistants:

...

12 AAC 02.320(6) is amended to read:

(6) license fee for physical **therapist assistant** or occupational therapy assistant for all or part of the initial biennial license period, \$130;

12 AAC 02.320(7) is amended to read:

(7) biennial license renewal fee for physical **therapist assistant** or occupational therapy assistant, \$130. (Eff. 11/20/86, Register 100; am 10/1/88, Register 107; am 5/20/92, Register 122; am 5/28/93, Register 126; am 3/12/98, Register 145; am 10/28/2000, Register 156; am 6/4/2008, Register 186; am 6/11/2010, Register 194; am 5/18/2014, Register 210; am 6/16/2016, Register 218; am 3/13/2020, Register 233; am 12/22/2024, Register 252)

**Authority:** AS 08.01.065 AS 08.84.050

12 AAC 02.900(a) is amended to read:

(a) A person licensed, registered, or certified by a board or commission listed in AS 08.01.010, or in an occupation listed in AS 08.01.010, shall maintain a current, valid [,] mailing address on file with the division [AT ALL TIMES]. The **division will use the** latest mailing address on file [WITH THE DIVISION IS THE ADDRESS THAT WILL BE USED] for official communications, notifications, and service of legal process. **If an applicant or licensee has opted into electronic communication, the electronic mail address provided may be used for official correspondence and notifications.**

12 AAC 02.900(b) is amended to read:

(b) A licensee **shall** [MUST] notify the division **of a change to the licensee's physical**

**address, mailing address, or electronic mail address on file with the division** [, IN WRITING, OF A CHANGE OF THE LICENSEE'S ADDRESS]. **The licensee may submit notice in writing or through the MyAlaska professional licensing portal on the department's Internet website.**

(Eff. 4/3/88, Register 105; am 12/28/97, Register 144; am 12 / 22 / 2024, Register 252)

**Authority:** AS 08.01.050 AS 08.01.080 AS 08.01.087

12 AAC 02.920(a) is amended to read:

(a) Except as otherwise provided in this title, a document submitted to the division **is** [WILL BE] considered filed as **follows:** [OF THE POSTMARK DATE OF THE DOCUMENT. IF THE DOCUMENT IS SUBMITTED BY A METHOD THAT DOES NOT PROVIDE A POSTMARK DATE, THE DOCUMENT WILL BE CONSIDERED FILED AS OF THE DATE STAMPED ON THE DOCUMENT,]

(1) **for a document received by electronic mail, facsimile transmission, or hand delivered, the document is considered filed on the date stamped on the document** [EXCEPT AS PROVIDED IN (2) OF THIS SUBSECTION, WHEN IT IS RECEIVED IN THE DIVISION OFFICE IN JUNEAU];

(2) for a document **uploaded to the MyAlaska professional licensing portal on the department's Internet website, the document is considered filed on the date the document was successfully uploaded;**

(3) **for a document received by mail, the document is considered filed on the postmark date of the document** [RELATED TO LICENSING FOR NURSING UNDER 12 AAC 44 OR REAL ESTATE LICENSING UNDER 12 AAC 64, WHEN IT IS RECEIVED



Register 252, January 2025 PROFESSIONAL REGULATIONS

IN THE DIVISION OFFICE IN ANCHORAGE].

(Eff. 2/13/94, Register 129; am 12/28/97, Register 144; am 9/29/2005, Register 175; am

12 / 22 / 2024, Register 252)

**Authority:** AS 08.01.050 AS 08.01.080

12 AAC 02.955 is repealed:

**12 AAC 02.955. Courtesy license.** Repealed. (Eff. 12/28/97, Register 144; am 5/14/2021, Register 238; repealed 12 / 22 / 2024, Register 252)