

State of Idaho
DEPARTMENT OF INSURANCE

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BULLETIN NO. 20-04

DATE: April 6, 2020
TO: Producers and Applicants for Producer Licenses
FROM: Dean L. Cameron, Director
SUBJECT: Provisional Producer Licenses

This bulletin is to inform producers and applicants for producer licenses of the procedure for obtaining a provisional producer license during the COVID-19 emergency.

On March 13, 2020, Governor Brad Little declared a state of emergency due to the occurrence and imminent threat to public health and safety arising from the effects of the 2019 novel coronavirus (“COVID-19”). This declaration states, in part:

State agencies and departments are directed to utilize state resources and to do everything reasonably possible to assist affected political subdivisions in an effort to respond to and recover from the 2019 novel coronavirus (COVID-19).

State licensing agencies and departments are authorized to temporarily exercise enforcement discretion, implement temporary rules, and waive licensing and related requirements to maximize access to health care services and provider support in response to COVID-19.

The emergency proclamation has the force and effect of law. Idaho Code section 46-1008.

The Director of the Department of Health and Welfare issued an Order to Self-Isolate based on the COVID-19 emergency on March 25, 2020. These pandemic conditions make certain components of the application for a producer license impractical.

Therefore, pursuant to sections 41-210(2) and 41-210(5), Idaho Code, the Department hereby implements provisional resident producer licenses. Provisional resident producer licenses differ from standard resident producer licenses in the following ways:

1. A provisional resident producer license is valid for up to six months. Provisional resident producer licenses do not renew automatically at the end of the license period.
2. Provisional resident producers cannot serve as the designated responsible producers for an agency.

3. Applications for provisional resident producer licenses must use the paper application found on the Department's web site.
4. Applicants for a provisional resident producer license do not have to submit a complete set of fingerprints to the Department with the application. Applicants will be required to disclose their criminal history. The Department may conduct alternative criminal background checks for applicants as needed.
5. Provisional resident producer licenses use an alternative licensing examination. Information about this examination is available on the Department's web site.
6. Applicants for a provisional resident producer license must obtain a suitable sponsor who is a licensed resident producer and who assumes responsibility for all actions of the provisional resident producer.

A holder of a provisional resident producer license may apply for a producer license. To do so, the holder of the provisional producer license must provide the Department with a copy of their pass slip from their PSI examination and their fingerprint receipt within 30 days of the withdrawal of this Bulletin.

The application procedure for a provisional producer license is identical to the application procedure for a standard producer license in all other respects. Holders of provisional producer licenses are subject to the same statutes, regulations, and other laws that are applicable to holders of standard producer licenses.

This Bulletin will remain in effect until withdrawn. Upon withdrawal of the Bulletin, the Department will stop accepting applications for provisional producer licenses, but will not cancel provisional producer licenses that are in effect on the date of cancellation.