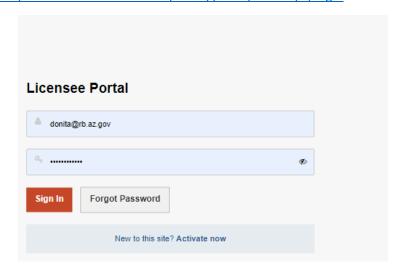


### RESPIRATORY CARE LICENSE RENEWALS

Visit the Licensee Portal at: <a href="https://azbrce.portalus.thentiacloud.net/webs/portal/service/#/login">https://azbrce.portalus.thentiacloud.net/webs/portal/service/#/login</a>

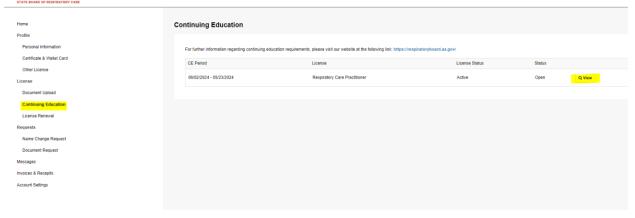




On the left panel, choose "Continuing Education"

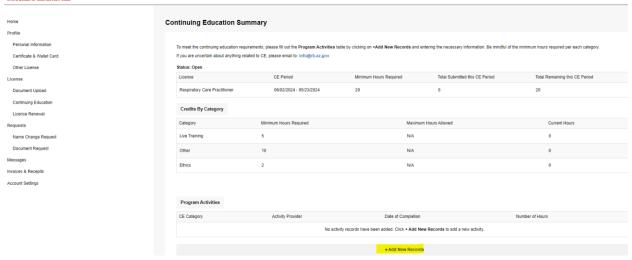
Choose "View"

# **ARIZONA**

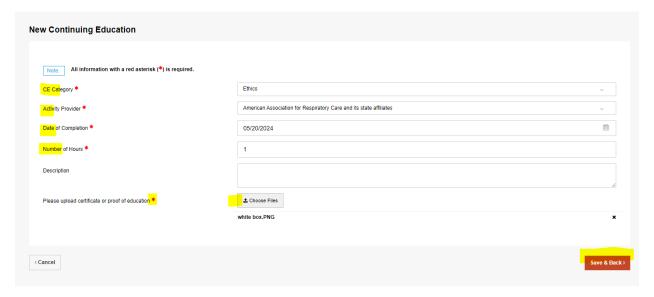


Choose "Add New Records"

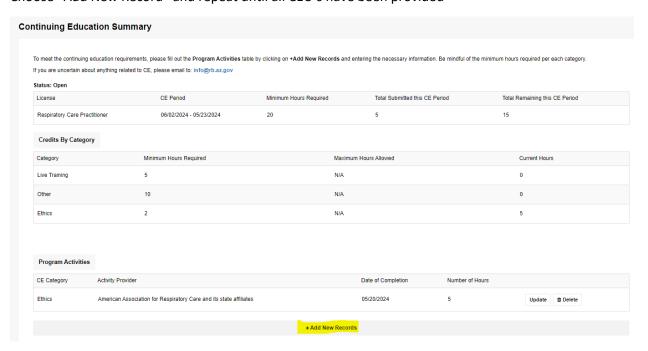




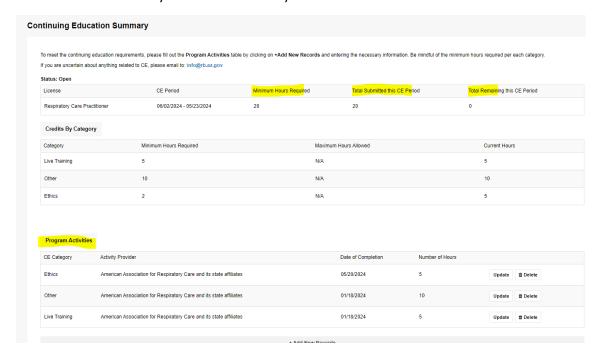
# Enter all required fields with a red asterisk then "Save and Back"



# Choose "Add New Record" and repeat until all CEU's have been provided

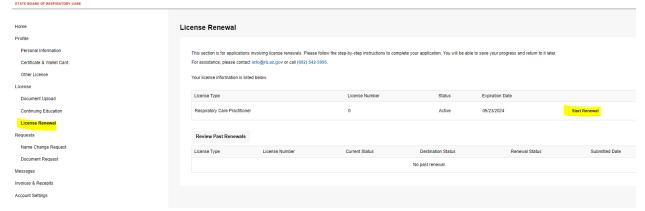


Once all records have been added, you will see a Continuing Education Summary. The "Total Remaining this CE Period" should be at zero when you have entered all your CE.



On the left side menu, choose "License Renewal" then "Start Renewal"

# **ARIZONA**



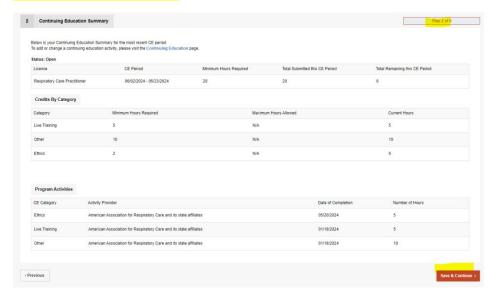
Step 1 of 8:

Choose "Save & Continue"

License Renewal		
1 Status Change Request	Step 1 of 0	
eq:Note:Note:Note:Note:Note:Note:Note:Note		
License Type *	Respiratory Care Practitioner	
Current Status *	Active	
Requested Status *	Active	
< Previous	Save & Cont	inue >

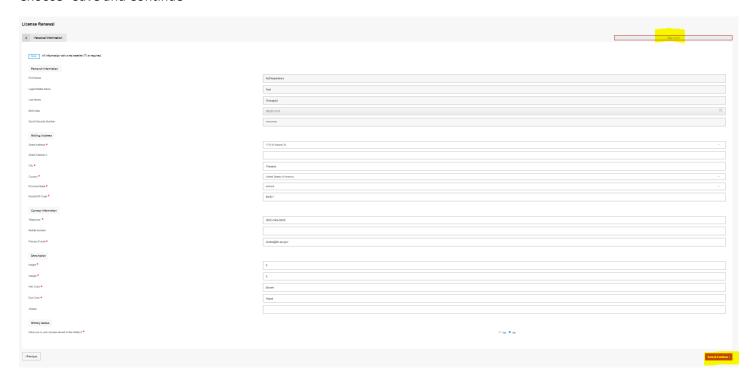
# Step 2 of 8:

Your Continuing Education Summary shows what you entered in the Continuing Education page. Choose "Save and Continue". IMPORTANT: In the middle "Credits by Category" the "Current Hours" must be equal to or greater than the "Minimum Hours Required"



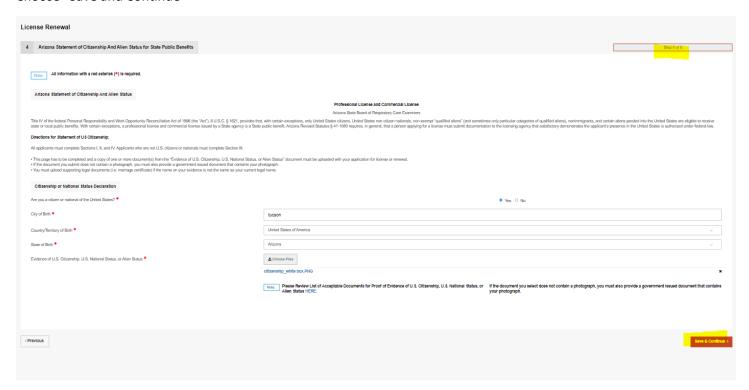
# Step 3 of 8:

Verify all Personal Demographics and make any necessary updates. All required fields are marked with a red asterisk. Choose "Save and Continue"



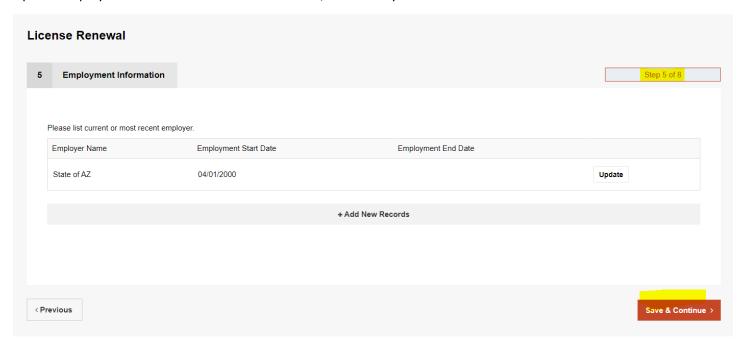
# Step 4 of 8:

Complete the Arizona Statement of Citizenship and Alien Status section. Required fields are marked with a red asterisk. Choose "Save and Continue"



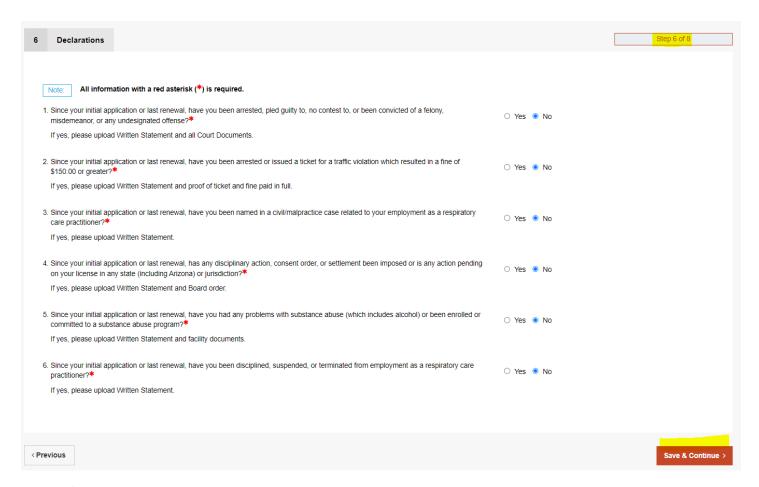
Step 5 of 8

Update Employment Information. Add New Record, if necessary. Choose "Save and Continue"



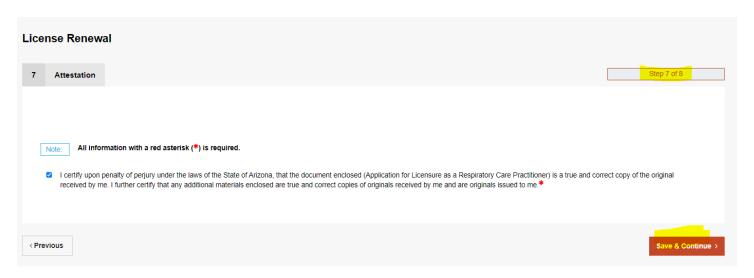
Step 6 of 8

Complete the Renewal Declarations. Any "Yes" answers will require you to provide a written explanation and upload any pertinent documents. Choose "Save and Continue"



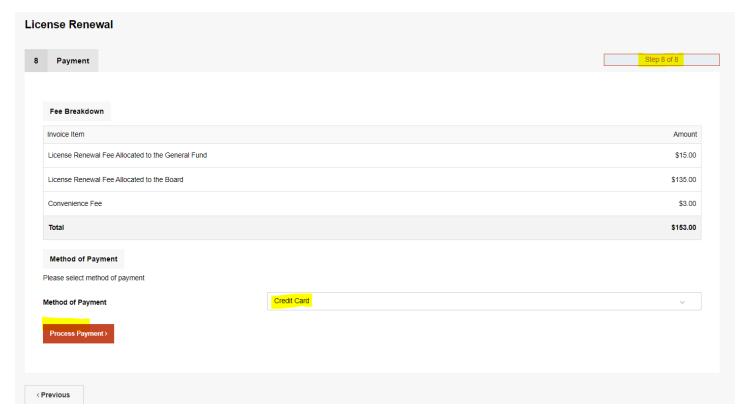
Step 7 of 8

Read Statement and check the Attestation. Choose "Save and Continue"



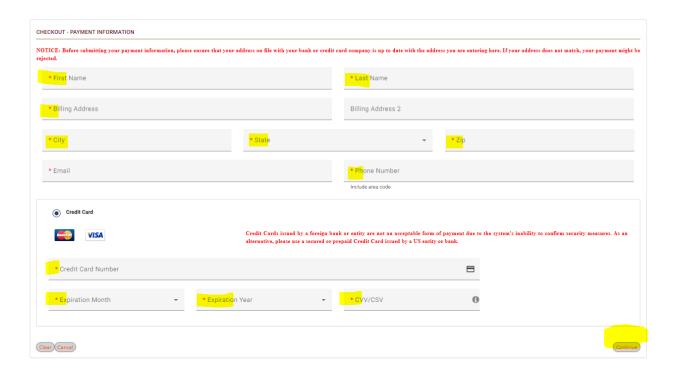
Step 8 of 8

Payment Information. Choose "Credit Card" then "Process Payment"

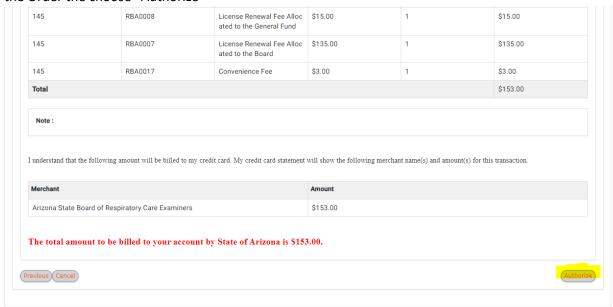


Complete the Payment Information and then "Continue"

### PAYMENT INFORMATION



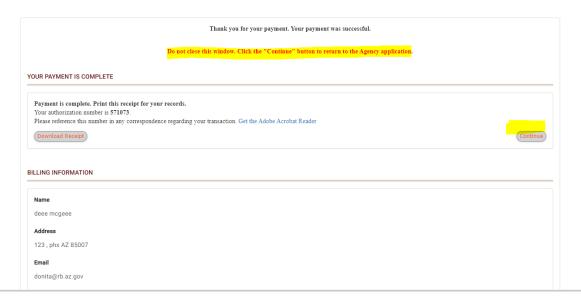
# Review the Order the choose "Authorize"



# Total Note: I understand that the following amount will be billed to my credit card. My credit card statement will show the following merchant name(s) and amount(s) for this transaction. Your request is being processed The total amount to be billed to your account by State of Arizona is \$153.00.

Choose "Continue" after you see the Receipt screen

Receipt



# Please Wait

Your status is being updated.

Please do not close your tab or window, and please do not use your browser's Back button.



You will see the "Submitted" confirmation and receive an email confirmation, as well.

# License Renewal



Thank you for completing your renewal. If you have questions about your renewal please call us at (602) 542-5995.

For payments, please visit the Invoices & Receipts section on the menu.

AZSBRCE - Renewal - Submitted External Inbox x



₽ [

2:15 PM (0 minutes ago) 🛣 🥎

noreply@thentiacloud.com

**ARIZONA** 

STATE BOARD OF RESPIRATORY CARE

Hello donita mcglasson,

You have successfully completed the online registration renewal process. We will be reviewing your submission and will contact you if there are any issues. If you would like a copy of your invoice, please visit the Registrant Portal (https://azbrcesb.portalus\_thentiacloud.net/webs/portal/service).

Arizona State Board of Respiratory Care Examiners 1740 W. Adams St. Suite 3406 Phoenix, AZ 85007 Telephone: (602) 542-5995