

APA-1  
6/93

TRANSMITTAL SHEET FOR  
NOTICE OF INTENDED ACTION

Control 540 Department or Agency Alabama State Board of Medical Examiners  
Rule No. 540-X-3, Appendix E  
Rule Title: Application for a Certificate of Qualification under the Retired Senior Volunteer Physician Program (RSVP)

X New      \_\_\_\_\_ Amend      X Repeal      \_\_\_\_\_ Adopt by Reference

Would the absence of the proposed rule significantly harm or endanger the public health, welfare, or safety?      YES

Is there a reasonable relationship between the state's police power and the protection of the public health, safety, or welfare?      YES

Is there another, less restrictive method of regulation available that could adequately protect the public?      NO

Does the proposed rule have the effect of directly or indirectly increasing the costs of any goods or services involved and, if so, to what degree?      NO

Is the increase in cost, if any, more harmful to the public than the harm that might result from the absence of the proposed rule?      NO

Are all facets of the rulemaking process designed solely for the purpose of, and so they have, as their primary effect, the protection of the public?      YES

\*\*\*\*\*  
Does the proposed rule have an economic impact?      NO

If the proposed rule has an economic impact, the proposed rule is required to be accompanied by a fiscal note prepared in accordance with subsection (f) of Section 41-22-23, Code of Alabama 1975.

\*\*\*\*\*  
Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it conforms to all applicable filing requirements of the Administrative Procedure Division of the Legislative Services Agency.

Signature of certifying officer [Signature]

Date: December 14, 2017

RECEIVED  
DEC 14 2017  
LEGISLATIVE SERVICES AGENCY

APA-2  
6/93

**ALABAMA STATE BOARD  
OF MEDICAL EXAMINERS**

**NOTICE OF INTENDED ACTION**

**AGENCY NAME:** Alabama State Board of Medical Examiners

**RULE NO. & TITLE:** 540-X-3, Appendix E, Application for a Certificate of Qualification under the Retired Senior Volunteer Physician Program (RSVP)

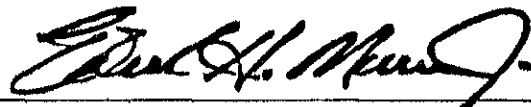
**INTENDED ACTION:** To repeal and replace the Appendix

**SUBSTANCE OF PROPOSED ACTION:** Application form being modified for online completion, modification of questions concerning mental health and re-lettered as Appendix C

**TIME, PLACE, MANNER OF PRESENTING VIEWS:** All interested persons may submit data, views, or arguments concerning the proposed new rule(s) and regulation(s) in writing to: Patricia E. Shaner, General Counsel, Alabama State Board of Medical Examiners, Post Office Box 946, Montgomery, Alabama 36101-0946, by mail or in person between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday, until and including February 2, 2018. Persons wishing to obtain copies of the text of this rule and submit data, views, or comments or arguments orally should contact Patricia E. Shaner, by telephone (334-242-4116) during said period in order to set up an appointment for a hearing respecting such oral data, views, or arguments. Additionally, the intended action is available at the Board's web site, [www.albme.org](http://www.albme.org).

**FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:** February 2, 2018

**CONTACT PERSON AT AGENCY:** Patricia E. Shaner



Edward H. Munson, Jr., Acting Executive Director

540-X-3, Appendix C  
Application for a Certificate of Qualification under the Retired  
Senior Volunteer Physician Program (RSVP)

**NEW**

Alabama Board of Medical Examiners  
PO Box 946  
Montgomery AL 36101  
848 Washington Avenue – 36104  
(334) 242-4116

Application for a Certificate of Qualification under the  
Retired Senior Volunteer Physician Program (RSVP)

To the Alabama Board of Medical Examiners:

I hereby make application for a limited certificate to practice medicine in the state of Alabama under the RSVP, and submit the following statement concerning my age, moral character, preliminary and medical education and practice:

Type in the following:

Name in full (First, Middle, Last, M.D./D.O)

Address (Street, City, State, Zip)

Email address

Place of birth

Date of birth

Social Security Number (Pursuant to Ala. Code § 30-3-194, it is mandatory that we request and that you provide your social security number (SSN) on this application. The uses of your SSN are limited to the purpose of administering the state child support program and intra-agency for identification purposes. If your SSN is not provided, your application is not complete and no license will be issued)

Sex

Telephone

Answer yes or no (if any below answers are in the affirmative, please explain in detail and provide the complete name and address of any psychiatrist/psychologist, state board, hospital, etc.):

1. Have you ever been convicted of a felony?
2. Have you ever been convicted of a crime or offense (felony or misdemeanor) related to the practice of medicine?
3. Have you ever been convicted of any violation of a state or federal law relating to controlled substances?
4. Have you ever been denied a state or federal controlled substance certificate?
5. Has your certificate of qualification or license to practice medicine in any state been suspended, revoked, restricted, curtailed, or voluntarily surrendered under threat of suspension or revocation?

6. Have your staff privileges at any hospital or health care facility been revoked, suspended, curtailed, limited, or placed under conditions restricting your practice?
7. Have you ever been denied a certificate of qualification or a license to practice medicine in any state or has your application for a certificate of qualification or license to practice medicine been withdrawn under threat of denial?
8. Have you ever had a judgment rendered against you, or action settled relating to performance of your professional service?
9. To your knowledge, are you the subject of an investigation by any licensing board/agency as of the date of this application?
10. Within the past five years, have you ever raised the issue of consumption of drugs or alcohol or the issue of a mental, emotional, nervous, or behavioral disorder or condition as a defense, mitigation, or explanation for your actions in the course of any administrative or judicial proceeding or investigation; any inquiry or other proceeding; or any proposed termination by an educational institution; employer; government agency; professional organization; or licensing authority?
11. Have you ever been diagnosed as having or have you ever been treated for pedophilia, exhibitionism, or voyeurism?
12. Are you currently\* engaged in the excessive use of alcohol, controlled substances, or the use of illegal drugs, or received any therapy or treatment for alcohol or drug use, sexual boundary issues or mental health issues? (If you are an anonymous participant in the Alabama Physician Health Program and are in compliance with your contract, you may answer "No" to this question, such answer for this purpose will not be deemed upon certification as providing false information to the Alabama Board of Medical Examiners or the Medical Licensure Commission of Alabama).  
If you answer "Yes," then a description is required.

**IMPORTANT:** The Board recognizes that licensees encounter health conditions, including those involving mental health and substance use disorders, just as their patients and other health care providers do. The Board expects its licensees to address their health concerns and ensure patient safety. Options include anonymously self-referring to the Alabama Physician Health Program (334-954-2596), a physician advocacy organization dedicated to improving the health and wellness of medical professionals in a confidential manner. The failure to adequately address a health condition, where the licensee is unable to practice medicine with reasonable skill and safety to patients, can result in the Board taking action against the license to practice medicine.

\_\_\_\_\_ Please initial certifying that you understand and acknowledge your duty as a licensee to address any such condition as stated above.

\*The term "currently" does not mean on the day of, or even in the weeks or months preceding the completion of this application. Rather, it means recently enough so that the condition referred to may have an ongoing impact on one's functioning as a physician within the past two years.

13. Within the past five years, have you been convicted of driving under the influence (DUI) or have you been charged with DUI and been convicted of a lesser offense such as reckless driving?
14. Has your medical training or medical practice been interrupted or suspended for a period longer than 60 days for any reason other than a vacation?

Pre-Medical education: List all schools attended, undergraduate and post-graduate work other than medical school, dates attended, and degree conferred

Medical education: List all medical schools attended, dates, and complete addresses of institutions. Do not list post-graduate medical education training.

Post-graduate medical education training: List all post-graduate medical education training since graduation from medical school, dates, and complete addresses of institutions. Do not list practice experience.

**Certification:**

1. I hereby certify that I am now or was licensed to practice medicine in the states of [list states], that my license to practice medicine in each of the states indicated is now or was on the date of expiration unrestricted and in good standing and that there are no currently pending disciplinary actions or investigations concerning my license in any of the states listed above. I further certify that my license to practice medicine in the states listed above has never been revoked, suspended, placed on probation, or otherwise subject to disciplinary action and that I have not had my hospital medical staff privileges revoked, suspended, curtailed, limited, or surrendered while under investigation.

2. I certify that I am fully retired from the active practice of medicine; however, I wish to volunteer my services as a physician in a free medical clinic located in [city], Alabama, and it is my expectation that I will provide not less than 100 hours of voluntary services for the calendar year [year].

3. I understand and acknowledge that issuance of a certificate of qualification and license to practice medicine under the Retired Senior Volunteer Physician Program requires that I comply with the continuing medical education requirement for physicians as specified in Chapter 14 of the rules of the Alabama Board of Medical Examiners.

**Affidavit and release:**

I, [name prints here], certify after being duly sworn, that all of the information supplied in the foregoing application is true and correct to the best of my knowledge. I acknowledge that any false or untrue statement or representation made in this application may result in the revocation of my license to practice medicine and criminal prosecution to the fullest extent of the law. I further authorize the release of this application and any information submitted with it or information collected by the Alabama Board of Medical Examiners in connection with this application, including derogatory information, to any person or organization having a legitimate need for the information and release the Alabama Board of Medical Examiners from all liability for the release of this information. I further authorize the release of information, including derogatory information, which may be in the possession of other individuals or organizations to the Alabama Board of Medical Examiners and release this person or any organization from any liability for the release of information.

Applicant's signature

Notarization

Under Alabama law, this document is a public record and will be provided upon request.

Print application, sign before Notary Public, and return original to the Alabama Board of Medical Examiners.

Declaration of citizenship:

**ALABAMA BOARD OF MEDICAL EXAMINERS**

**DECLARATION OF CITIZENSHIP AND LAWFUL PRESENCE OF AN**

**ALIEN FOR PUBLIC BENEFITS AND LICENSING/PERMITTING PROGRAMS**

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996, 8 U.S.C. § 1621, provides that, with certain exceptions, only United States citizens, United States non-citizen nationals, non-exempt "qualified aliens" (and sometimes only particular categories of qualified aliens), nonimmigrants, and certain aliens paroled into the United States are eligible to receive covered state or local public benefits.

With certain exceptions, Ala. Code §§ 31-13-1, et. seq., prohibits aliens unlawfully present in the U.S. from receiving state or local benefits. Every U.S. Citizen applying for a state or local public benefit must sign a declaration of Citizenship, and the lawful presence of an alien in the U.S. must be verified by the Federal Government.

Ala. Code §§ 31-13-1, et. seq., also requires every individual applying for a permit or license to demonstrate his/her U.S. citizenship or if the applicant is an alien, he/she must demonstrate his/her lawful presence in the United States.

Directions: This form must be completed and submitted by individuals applying for licenses or permits.

**SECTION 1 --- APPLICANT INFORMATION**

Name:

Date of birth:

MD / DO / PA License Number (if applicable):

**SECTION II --- U.S. CITIZENSHIP OR NATIONAL STATUS**

Are you a citizen or national of the United States (choose one) Yes No

If you answered YES: (1) Provide an original (only in person at agency office) or legible copy of document from attached List A or other document that demonstrates U.S. citizenship or nationality and (2) Complete Section IV.

If you answered No: Complete Sections III and IV.

Name of document provided:

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**SECTION III -- ALIEN STATUS**

Are you an alien lawfully present in the United States? Yes No

If you answered Yes: (1) Provide an original (only in person at agency office) or legible copy of the front and back (if any) of a document from attached List B or other document that demonstrates lawful presence in the United States. (2) Complete Section IV. Information from the documentation provided will be used to verify lawful presence through the United States Government.

If you answered No: Complete Section IV.

Name of document provided:

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**SECTION IV -- DECLARATION**

I declare under penalty of perjury under the laws of the State of Alabama that the answers and evidence I provided are true and correct to the best of my knowledge.

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APPLICANT'S SIGNATURE

DATE

**LIST A**

**DOCUMENTS DEMONSTRATING U.S. CITIZENSHIP**

- (1) The applicant's driver's license or nondriver's identification card issued by the division of motor vehicles or the equivalent governmental agency of another state within the United States if the agency indicates on the applicant's driver's license or nondriver's identification card that the person has provided satisfactory proof of United States citizenship.
  - (2) The applicant's birth certificate that satisfactorily verifies United States citizenship.
  - (3) Pertinent pages of the applicant's United States valid or expired passport identifying the applicant and the applicant's passport number.
  - (4) The applicant's United States naturalization documents or the number of the certificate of naturalization.
  - (5) Other documents or methods or proof of United States citizenship issued by the federal government pursuant to the Immigration and Nationality Act of 1952, and amendments thereto.
  - (6) The applicant's Bureau of Indian Affairs card number, tribal treaty card number, or tribal enrollment number.
  - (7) The applicant's consular report of birth abroad of a citizen of the United States of America.
  - (8) The applicant's certificate of citizenship issued by the United States Citizenship and Immigration Services.
  - (9) The applicant's certification of report of birth issued by the United States Department of State.
  - (10) The applicant's American Indian card, with KIC classification, issued by the United States Department of Homeland Security.
  - (11) The applicant's final adoption decree showing the applicant's name and United States birthplace.
  - (12) The applicant's official United States military record of service showing the applicant's place of birth in the United States.
  - (13) An extract from a United States hospital record of birth created at the time of the applicant's birth indicating the applicant's place of birth in the United States.
- Ala. Act #2011-535, Section 30(c) and Section 29(k).

**LIST B**

**DOCUMENTS INDICATING STATUS OF QUALIFIED ALIENS, NONIMMIGRANTS,  
AND ALIENS PAROLED INTO U.S. FOR LESS THAN ONE YEAR**

The documents listed below that are registration documents are indicated with an asterisk ("\*").

**a. "Qualified Aliens"**

Evidence of "Qualified Alien" status includes the following:

**Alien Lawfully Admitted for Permanent Residence**

Form I-551 (Alien Registration Receipt Card, commonly known as a "green card"); or  
Unexpired Temporary I-551 stamp in foreign passport or on \* I Form-94.

**Asylee**

\* Form I-94 annotated with stamp showing grant of asylum under section 208 of the  
INA;

\* Form I-688B (Employment Authorization Card) annotated "274.a12(a)50";

\* Form I-766 (Employment Authorization Document) annotated "A5";

Grant letter from the Asylum Office of the U.S. Citizenship and Immigration Service; or  
Order of an immigration judge granting asylum.

**Refugee**

\* Form I-94 annotated with stamp showing admission under § 207 of the INA;

\* Form I-688B (Employment Authorization Card) annotated "274a.12(a)3"; or

\* Form I-766 (Employment Authorization Document) annotated "A3"

**Alien Paroled Into the U.S. for at Least One Year**

\* Form I-94 with stamp showing admission for at least one year under section 212(d)(5)  
of the INA. (Applicant cannot aggregate periods of admission for less than one year to  
meet the one year requirement.)

**Alien Whose Deportation or Removal Was Withheld**

\* Form I-688B (Employment Authorization Card) annotated "274a.12(a)10);

\* Form I-766 (Employment Authorization Document) annotated "A10"; or

Order from an immigration judge showing deportation withheld under §243(h) of the INA  
as in effect prior to April 1, 1997, or removal withheld under § 241(b)(3) of the INA.

**Alien Granted Conditional Entry**

\* Form I-94 with stamp showing admission under §203(a)(7) of the INA;

\* Form I-688B (Employment Authorization Document) annotated "274a.12(a)3"; or

\* Form I-766 (Employment Authorization Document) annotated "A3."

**Cuban / Haitian Entrant**

\* Form I-551 (Alien Registration Receipt Card, commonly known as a "green card") with  
the code CU6, CU7, or CH6;

Unexpired temporary I-551 stamp in foreign passport or on \* Form I-94 with the code  
CU6 or CU7;

or

Form I-94 with stamp showing parole as "Cuba/Haitian Entrant" under Section 212(d)(5)  
of the INA.

**Alien Who Has Been Declared a Battered Alien Subjected to Extreme Cruelty**

U.S. Citizenship and Immigration Service petition and supporting documentation



(Letterhead)

CERTIFICATION OF FREE CLINIC

DATE: \_\_\_\_\_

TO: State Board of Medical Examiners

This is to certify that \_\_\_\_\_, M.D./D.O. has  
agreed to perform no fewer than 100 hours of voluntary professional services annually  
at the \_\_\_\_\_, located at \_\_\_\_\_,  
(Clinic Name)  
Alabama, which is an established free medical clinic operating under the provisions of  
Ala. Code §6-5-660 and provides outpatient medical care to patients unable to pay  
for it.

\_\_\_\_\_  
Clinic or Facility Administrator

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Facsimile

Author: Alabama Board of Medical Examiners

Statutory Authority: Ala. Code § 34-24-53

History: Repeal and replace approved November 16, 2017. Effective Date:

ALABAMA BOARD OF MEDICAL EXAMINERS  
540-X-3 – APPENDIX E  
ALABAMA BOARD OF MEDICAL EXAMINERS  
P.O. Box 946--Montgomery, AL 36101  
(334) 242-4116

**APPLICATION FOR A CERTIFICATE OF QUALIFICATION UNDER THE  
RETIRED SENIOR VOLUNTEER PHYSICIAN PROGRAM (RSVP)**

To The Board of Medical Examiners of the State of Alabama:

I hereby make application for a limited certificate to practice medicine and surgery in the State of Alabama under the RSVP, and submit the following statement concerning my age, moral character, preliminary and medical education and practice.

1. Name in Full:

\_\_\_\_\_

2. Address:

\_\_\_\_\_

3. Place of Birth: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Social Security # \_\_\_\_\_ Sex: \_\_\_\_\_ Telephone: \_\_\_\_\_

Pursuant to Ala. Code § 30-3-194, it is mandatory that we request and that you provide your social security number (SSN) on this application. The uses of your SSN are limited to the purpose of administering the state child support program and intra-agency for identification purposes. If your SSN is not provided, your application is not complete, and no license will be issued.

YES NO

4. Have you ever been convicted of a felony? \_\_\_\_\_

5. Have you ever been convicted of a crime or offense (felony or misdemeanor) related to the practice of medicine? \_\_\_\_\_

6. Have you ever been convicted of any violation of a state or federal law relating to controlled substances? \_\_\_\_\_

7. Have you ever been denied a state or federal controlled substance certificate? \_\_\_\_\_

8. Has your certificate of qualification or license to practice medicine in any state ever been suspended, revoked, restricted, curtailed or voluntarily surrendered under threat of suspension or revocation? \_\_\_\_\_

9. Have your staff privileges at any hospital or health care facility ever been revoked, suspended, curtailed, limited or placed under conditions restricting your practice? \_\_\_\_\_

10. Have you ever been denied a certificate of qualification or a license to practice medicine in any state or has your application for a certificate of qualification or license to practice medicine been withdrawn under threat of denial? \_\_\_\_\_
11. Have you ever had a judgment rendered against you, or action settled relating to the performance of your professional service? \_\_\_\_\_
12. To your knowledge, are you the subject of an investigation by any licensing Board/Agency as of the date of this application? \_\_\_\_\_
13. Within the past two years, have you been diagnosed with or have you been treated for bi-polar disorder, schizophrenia, paranoia, or any other psychotic disorder? \_\_\_\_\_
14. Do you currently have any mental or physical condition or impairment (including, but not limited to, substance abuse, alcohol abuse, or mental, emotional, or nervous disorder or condition) which in any way currently affects, or if untreated could affect your ability to practice in a competent and professional manner? \_\_\_\_\_
15. Within the past five years, have you ever raised the issue of consumption of drugs or alcohol or the issue of a mental, emotional, nervous, or behavioral disorder or condition as a defense, mitigation, or explanation for your actions in the course of any administrative or judicial proceeding or investigation; any inquiry or other proceeding; or any proposed termination by an educational institution; employer; government agency, professional organization or licensing authority? \_\_\_\_\_
16. Have you ever been diagnosed as having or have you ever been treated for pedophilia, exhibitionism, voyeurism, or for any sexual boundary violation? \_\_\_\_\_
17. Are you currently engaged in the illegal use of controlled dangerous substances? \_\_\_\_\_
18. If your answer to the preceding question is yes, are you currently participating in a supervised rehabilitation program or professional assistance program which monitors you in order to assure that you are not engaging in the illegal use of controlled dangerous substances? \_\_\_\_\_
19. Have you been within the past five years, convicted of driving under the influence (DUI) or have you been charged with DUI and been convicted of a lesser offense such as reckless driving? \_\_\_\_\_
20. Has your medical training or medical practice been interrupted or suspended for a period longer than 60 days for any reason other than a vacation? \_\_\_\_\_

The term "currently" does not mean on the day of, or even in the weeks or months preceding the completion of this application. Rather, it means recently enough so that the condition referred to may have an ongoing impact on one's functioning as a physician within the past two years.

IF ANY OF THE ABOVE ANSWERS ARE IN THE AFFIRMATIVE, PLEASE EXPLAIN IN DETAIL ON AN ATTACHED SHEET AND PROVIDE THE COMPLETE ADDRESS OF ANY PSYCHIATRIST/PSYCHOLOGIST, STATE BOARD, HOSPITAL, ETC.

21. Military Service: Branch: \_\_\_\_\_  
Dates: \_\_\_\_\_
22. Place of Intended Residence in Alabama: \_\_\_\_\_

### I. PRE-MEDICAL EDUCATION

	Name of School	Dates Attended	Degree Conferred
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

### II. MEDICAL EDUCATION

List all medical schools attended, dates, and complete addresses of institutions. Do list internship and/or residency training.

	Name of School	Address
1.	From ____ to ____ _____	_____
2.	From ____ to ____ _____	_____
3.	From ____ to ____ _____	_____

### III. INTERNSHIP AND/OR TRAINING

List all internship and/or residency training since graduation from medical school with dates and complete addresses of institutions. Do not list practice experience.

	Name of School	Address
1.	From ____ to ____ _____	_____
2.	From ____ to ____ _____	_____
3.	From ____ to ____ _____	_____

### IV. CERTIFICATION OF APPLICANT TO PARTICIPATE IN THE

**RETIRED SENIOR VOLUNTEER PHYSICIAN PROGRAM**

1. I hereby certified that I am now or was licensed to practice medicine in the states of (list states) \_\_\_\_\_ that my license to practice medicine in each of the states indicated is now or was on the date of expiration unrestricted and in good standing and that there are no currently pending disciplinary actions or investigations concerning my license to practice medicine in any of the states listed above. I further certify that my license to practice medicine in the states listed above has never been revoked, suspended, placed on probation, or otherwise subject to disciplinary action and that I have not had my hospital medical staff privileges revoked, suspended, curtailed, limited, or surrendered while under investigation.
  
2. I certify that I am fully retired from the active practice of medicine, however, I wish to volunteer my services as a physician in a free medical clinic located in \_\_\_\_\_, Alabama and it is my expectation that I will provide not less than 100 hours of voluntarily services for the calendar year \_\_\_\_\_.  
  
I further certify that I will limit my medical practice to the provision of outpatient services at the free medical clinic listed above or at such other free medical clinic or non-profit organization or facility that has been approved by the Board.
  
3. I understand and acknowledge that issuance of a certificate of qualification and license to practice medicine under the Retired Senior Volunteer Physician Program requires that I comply with the continuing medical education requirement for physicians as specified in Chapter 14 of the rules and regulations of the State Board of Medical Examiners.

**V. AFFIDAVIT AND RELEASE**

I, \_\_\_\_\_, certify after being duly sworn, that all of the information supplied in the foregoing application is true and correct to the best of my knowledge. I acknowledge that any false or untrue statement or representation made in this application may result in the revocation of my license to practice medicine granted to me and criminal prosecution to the fullest extent of the law.

I further authorize the release of this application and any information submitted with it or information collected by the Alabama Board of Medical Examiners in connection with this application, including derogatory information, to any person or organization having a legitimate need for the information and release the Alabama Board of Medical Examiners from all liability for the release of this information.

I further authorize the release of information, including derogatory information, which may be in the possession of other individuals or organizations to the Alabama Board of Medical Examiners and release this person or any organization from any liability for the release of information.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

County of \_\_\_\_\_  
State of \_\_\_\_\_

SWORN to and subscribed before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

**ALABAMA BOARD OF MEDICAL EXAMINERS  
DECLARATION OF CITIZENSHIP AND LAWFUL PRESENCE OF AN  
ALIEN FOR PUBLIC BENEFITS AND LICENSING/PERMITTING PROGRAMS**

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996, 8 U.S.C. § 1621, provides that, with certain exceptions, only United States citizens, United States non-citizen nationals, non-exempt "qualified aliens" (and sometimes only particular categories of qualified aliens), nonimmigrants, and certain aliens paroled into the United States are eligible to receive covered state or local public benefits.

With certain exceptions, Ala. Code § 31-13-1, *et. seq.* prohibits aliens unlawfully present in the U.S. from receiving state or local benefits. Every U.S. Citizen applying for a state or local public benefit must sign a declaration of Citizenship, and the lawful presence of an alien in the U.S. must be verified by the Federal Government.

Act Ala. Code § 31-13-1, *et. seq.* also requires every individual applying for a permit or license to demonstrate his/her U.S. citizenship or if the applicant is an alien, he/she must demonstrate his/her lawful presence in the United States.

**Directions:** This form must be completed and submitted by individuals applying for licenses or permits.

**SECTION I --- APPLICANT INFORMATION**

NAME: \_\_\_\_\_  
(Print or Type) (Last) (First) (M.I.)

DATE OF BIRTH: \_\_\_\_\_

**SECTION II --- U.S. CITIZENSHIP OR NATIONAL STATUS**

Are you a citizen or national of the United States (check one) \_\_\_ Yes \_\_\_ No

If you answered YES: (1) Provide an original (only in person at agency office) or legible copy of document from attached List A or other document that demonstrates U.S. citizenship or nationality and (2) Complete Section IV.

If you answered No: Complete Sections III and IV.

Name of document provided: \_\_\_\_\_

**SECTION III - ALIEN STATUS**

Are you an alien lawfully present in the United States? \_\_\_ Yes \_\_\_ No

If you answered Yes: (1) Provide an original (only in person at agency office) or legible copy of the front and back (if any) of a document from attached List B or other document that demonstrates lawful presence in the United States. (2) Complete Section IV. Information from the documentation provided will be used to verify lawful presence through the United States Government.

If you answered No: Complete Section IV.

Name of document provided: \_\_\_\_\_

**SECTION IV -- DECLARATION**

I declare under penalty of perjury under the laws of the State of Alabama that the answers and evidence I provided are true and correct to the best of my knowledge.

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

LIST A

**DOCUMENTS DEMONSTRATING U.S. CITIZENSHIP**

(1) The applicant's driver's license or nondriver's identification card issued by the division of motor vehicles or the equivalent governmental agency of another state within the United States if the agency indicates on the applicant's driver's license or nondriver's identification card that the person has provided satisfactory proof of United States citizenship.

(2) The applicant's birth certificate that satisfactorily verifies United States citizenship.

(3) Pertinent pages of the applicant's United States valid or expired passport identifying the applicant and the applicant's passport number.

(4) The applicant's United States naturalization documents or the number of the certificate of naturalization.

(5) Other documents or methods or proof of United States citizenship issued by the federal government pursuant to the Immigration and Nationality Act of 1952, and amendments thereto.

(6) The applicant's Bureau of Indian Affairs card number, tribal treaty card number, or tribal enrollment number.

(7) The applicant's consular report of birth abroad of a citizen of the United States of America.

(8) The applicant's certificate of citizenship issued by the United States Citizenship and Immigration Services.

(9) The applicant's certification of report of birth issued by the United States Department of State.

(10) The applicant's American Indian card, with KIC classification, issued by the United States Department of Homeland Security.

(11) The applicant's final adoption decree showing the applicant's name and United States birthplace.

(12) The applicant's official United States military record of service showing the applicant's place of birth in the United States.

(13) An extract from a United States hospital record of birth created at the time of the applicant's birth indicating the applicant's place of birth in the United States.

LIST B

**DOCUMENTS INDICATING STATUS OF QUALIFIED  
ALIENS, NONIMMIGRANTS, AND ALIENS PAROLED  
INTO U.S. FOR LESS THAN ONE YEAR**

The documents listed below that are registration documents are indicated with an asterisk (“\*”).

**a. “Qualified Aliens”**

Evidence of “Qualified Alien” status includes the following:

**Alien Lawfully Admitted for Permanent Residence**

- Form I-551 (Alien Registration Receipt Card, commonly known as a “green card”); or
- Unexpired Temporary I-551 stamp in foreign passport or on \* I Form-94.

**Asylee**

- \* Form I-94 annotated with stamp showing grant of asylum under section 208 of the INA;
- \* Form I-688B (Employment Authorization Card) annotated “274.a.12(a)(50”;
- \* Form I-766 (Employment Authorization Document) annotated “A5”;
- Grant letter from the Asylum Office of the U.S. Citizenship and Immigration Service; or
- Order of an immigration judge granting asylum.

**Refugee**

- \* Form I-94 annotated with stamp showing admission under § 207 of the INA;
- \* Form I-688B (Employment Authorization Card) annotated “274a.12(a)(3)”;
- \* Form I-766 (Employment Authorization Document) annotated “A3”

**Alien Paroled Into the U.S. for at Least One Year**

- \* Form I-94 with stamp showing admission for at least one year under section 212(d)(5) of the INA. (Applicant cannot aggregate periods of admission for less than one year to meet the one year requirement.)

**Alien Whose Deportation or Removal Was Withheld**

- \* Form I-688B (Employment Authorization Card) annotated “274a.12(a)(10);
- \* Form I-766 (Employment Authorization Document) annotated “A10”; or
- Order from an immigration judge showing deportation withheld under §243(h) of the INA as in effect prior to April 1, 1997, or removal withheld under § 241(b)(3) of the INA.

**Alien Granted Conditional Entry**

- \* Form I-94 with stamp showing admission under §203(a)(7) of the INA;
- \* Form I-688B (Employment Authorization Document) annotated “274a.12(a)(3)”;
- \* Form I-766 (Employment Authorization Document) annotated “A3.”

**Cuban / Haitian Entrant**

- \* Form I-551 (Alien Registration Receipt Card, commonly known as a “green card”) with the code CU6, CU7, or CH6;
- Unexpired temporary I-551 stamp in foreign passport or on \* Form I-94 with the code CU6 or CU7; or
- Form I-94 with stamp showing parole as “Cuba/Haitian Entrant” under Section 212(d)(5) of the INA.

**Alien Who Has Been Declared a Battered Alien Subjected to Extreme Cruelty**

- U.S. Citizenship and Immigration Service petition and supporting documentation