

**4764.0060 APPEALS.**

Subpart 1. **Denial of certification or recertification and time for appeal.** The commissioner must notify an applicant in writing of the reasons for denial of an application for certification or recertification. An applicant has 30 days from the date of receiving notice of the decision to appeal the decision.

Subp. 2. **How to appeal.** The applicant may appeal by submitting either item A or B, or both:

A. a written statement of the applicant's grounds for disputing the commissioner's decision; or

B. a corrective action plan that describes the following specific actions for improvement:

- (1) the corrective steps that have been taken by the applicant;
- (2) a plan for continued improvement; and
- (3) if applicable, any reasons that the applicant is unable to comply.

Subp. 3. **Optional request for meeting.** Upon request, an applicant is entitled to a meeting with the commissioner's designee to discuss disputed facts and findings, present the applicant's corrective action plan, or both.

Subp. 4. **Notice of decision and timeline.** The commissioner must grant or deny the appeal and notify the applicant of the decision within 60 days after receipt of a completed appeal, or, if the applicant meets with the commissioner's designee, within 60 days after the meeting.

**Statutory Authority:** *MS s 256B.0751; 256B.0752; 256B.0753*

**History:** *34 SR 591*

**Published Electronically:** *January 13, 2010*