**Licensing Policy and Procedures**

**Handbook Revision \_\_**

This revision of the Licensing Policy and Procedures Handbook was published on \_\_\_\_. Summaries of new or revised items are provided below.

For Licensing revisions only: Immediately following signoff, Licensing staff will prepare a highlighted document showing significant changes that we will post with the revision memo.

Unpaid Administrative Penalties (PATS 10452)

Adds financial threshold required to refer unpaid administrative penalties to the Office of the Attorney General.

Display of Revisions with Changes Highlighted (Word Document)

See:

7561 When Administrative Penalties Remain Unpaid

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#### 7561 When Administrative Penalties Remain Unpaid

LPPH ~~March 2017~~ DRAFT 10452-CCL

Policy

If the operation or controlling person does not pay the penalty amount as ordered by the due date, Licensing staff may:

 • impose another enforcement action against the operation or controlling person; or

 • refer the matter to the Office of Attorney General for collection, if the amount owed is greater than or equal to $2500.

DFPS Rules, 40 TAC [§745.8605](http://texreg.sos.state.tx.us/public/readtac%24ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=40&pt=19&ch=745&rl=8605)