



HEALTH CARE LAW SECTION

LICENSING HEALTH CARE PROVIDERS IN MICHIGAN: Requirements and Ramifications

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Chapter 1

STATE OF MICHIGAN HEALTH CARE PROVIDER LICENSURE & CERTIFICATION PROCESS

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Obtaining licensure as a health care provider in the State of Michigan is under the jurisdiction of the State of Michigan, Department of Licensing and Regulatory Affairs (LARA), Bureau of Professional Licensing (BPL). The vast majority of professions are subject to regulation and licensure by LARA's BPL, and its many licensing Boards.²

The purpose of this chapter is to provide a road map for individuals to utilize as a starting point in their pursuit of licensure in one of the many health care professions. The tables below summarize the various requirements for licensure/certification/registration in a particular health care profession.³ While the authors have summarized the various statutes, regulations and other mandates governing the practice of healthcare professions in the State of Michigan, ***these are merely summaries and should not replace a thorough review of the Michigan Public Health Code and administrative rules applicable to initial licensure or renewal.*** In addition, this Manual does not address healthcare facility licensure or disciplinary actions against the same.

As the laws change, or the health care industry grows and new mandates surface, it is the intent of the Health Care Law Section to update this Manual as appropriate. A few Highlights of the changes that have occurred since publication of the initial Manual are the following:

- Effective 6/3/2015, if a licensee has had a criminal background check (CBC) and fingerprints pursuant to MCL 333.16174(3), the licensee will not need to be fingerprinted again for another health profession license that is regulated by BPL. This includes temporary and limited licensees, *except* where the limitation is due to a disciplinary action or when applying for reinstatement or relicensure of a license expired for more than 3 years;
- Registration for Dietetic and Nutrition was repealed on July 1, 2014;

² EMS Personnel are licensed through the Department of Health and Human Services.

³ In all instances, an applicant for licensure/registration/certification must be at least 18 years old.

- Pursuant to Public Act 403 of 2016, a new licensed profession was added to the Public Health Code (“Code”) for Applied Behavior Analysts;
- Pursuant to Public Act 417 of 2016, a new licensed profession was added to the Code for midwifery;
- Pursuant to the Higher Education Authorization and Distance Education Reciprocal Exchange Act, Public Act 45 of 2015, numerous licensing Boards have entered into reciprocity agreements with national and international higher education entities for approval of their programs for the given profession;
- Pursuant to MCL 333.16148 and applicable regulations, beginning with the 2018 Renewal cycle and in 2021 for initial licensure/registration/certification, all licensees (*except* veterinarians) must complete training in identifying victims of human trafficking;
- Pursuant to Rule 338.3135, effective September 1, 2019, all licensees seeking a Controlled Substance license must complete a one-time training in opioid and other controlled substance awareness;
- Pursuant to Public Act 624 of 2018, a new licensed profession was added to the Code for genetic counselors;
- As of September 18, 2019, a draft of the Administrative Rules applicable to genetic counselors has been developed and approved by the Michigan Board of Medicine and the Michigan Office of Administrative Hearings and Rules (MOAHR) but is awaiting final approval and publication. In a phone call on September 17, 2019, the Michigan Board of Medicine indicated it could not provide a timeframe for the publication date of the final rules;
- Pursuant to Public Act 463 of 2018, a new licensed profession was added to the Code for dental therapists;
- As of September 18, 2019, a draft of the Administrative Rules for dental therapists has been developed and approved by the Michigan Board of Dentistry Rules Committee Work Group but is awaiting approval by MOAHR as well as final publication. In a phone call to BPL on September 17, 2019, BPL indicated it could not provide a timeframe for the publication of the final rules ; and
- As of May 6, 2019, the following professions transitioned to an on-line **only** application process through the Michigan Professional Licensing User System (“MiPLUS”): Behavior Analysts, Dentistry, Medicine, Midwifery, Nursing,⁴ Optometry, Osteopathic Medicine & Surgery, Pharmacy, Physicians Assistant, Podiatry and Veterinarians.

Please also note that medical device manufacturers and wholesale distributors that operate in the State of Michigan are required to be licensed in the State of Michigan in accordance with M.C.L. § 333.17748. Although there is no separate medical device manufacturer/wholesaler board in Michigan, the Michigan Board of Pharmacy has authority over same in accordance with M.C.L. § 333.17722.

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⁴ Nursing was transitioned to MiPlus as the first phase of the migration in July of 2017. An FAQ for Professions Transitioning to MiPLUS is available at: https://www.michigan.gov/documents/lara/MiPLUSConversionFAQ2_650546_7.pdf.

LICENSED PROFESSIONALS

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<u>Dental Assistant (RDA)</u>	31
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<u>Dental Therapist (DT) (New effective March 27, 2019)</u>	45
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ACUPUNCTURIST (LAc)

PHC Part 165, MCL §§ 333.16501– 333.16529

Administrative Rules 338.13001 – 338.13045

Type of License/Registration/ Certification: Registration	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Acupuncture</u>
<u>Duration Licensure/Registration:</u> Original Licensure: Up to 1 year Renewal: 2 Year cycle (cycle begins 10/1) Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>Must have completed an accredited acupuncture educational program (Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM) standards) of at least 3 academic years consisting of a minimum of 1,905 hours of didactic and clinical instruction. Instruction shall include:</p> <ul style="list-style-type: none"> • 705 hours, or 47 credits, in theory of oriental medicine/acupuncture • 660 hours, or 22 credits, in clinical instruction in acupuncture. • 450 hours, or 30 credits, in the study of biomedicine. 90 hours, or 6 credits, in counseling, communications, ethics, and practice management. • If the educational program was taught in a language other than English, the applicant shall successfully complete the TOEFL -IBT (passing score of 80) 	<p>Proof of completion of the requirements for Registration.</p> <p>For Applicants educated in a foreign language, results of TOEFL and TSE or TOEFL-ibt testing must be sent directly from ETS to the Board.</p> <p>Applicants with Non-accredited education or training who are not certified by NCCAOM may be required to submit the following to the Board to determine if the program is substantially equivalent: A copy of the certification criteria, including but not limited to, educational and experiential requirements.</p> <ul style="list-style-type: none"> • A copy of the examination booklet or a description of the content of the examination and examination scores, as issued by the certifying or testing agency. • An affidavit from the appropriate certifying body or testing agency that

		<p>describes the certification examination at the time it was administered.</p> <ul style="list-style-type: none"> • An affidavit from either the appropriate state licensing or registration board or a licensing or registration examination agency that describes the examination and the legal standards that had been in effect at the time of licensure.
Certification	An applicant for registration shall demonstrate his or her completion of an acupuncture educational program that meets the requirements of the Rules by submitting to the department proof of current certification conferred either by the National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM) or by an organization with equivalent certification standards as determined by the board.	Verification of current NCCAOM certification must be sent directly from NCCAOM to the Michigan Board.
Work Experience/Training	None	
Continuing Education	None	
State Licensure Verification (Other jurisdiction's licensed in)	<p>Applicant must request Verification of Licensure or Registration from all states or provinces in which he/she currently holds or has ever held a permanent acupuncture license or registration.</p> <p>Verification includes, but is not limited to, record of any disciplinary action taken or pending against applicant.</p>	The verification must be sent directly to the Michigan Board from each state where Applicant is/has ever been licensed.
Additional Disclosures with application	<ul style="list-style-type: none"> • Felony conviction • Misdemeanors punishable by imprisonment for 2 years • Misdemeanors involving drugs, alcohol, or controlled substances • Substance abuse treatment in last 2 years • Malpractice settlements, awards, or judgments • License or registration revocation or discipline issues • Health care facility censure, dismissal or staff privileges withdrawn or involuntarily modified 	Applicant must submit a detailed explanation of any YES answer to the disclosure questions. Applicant must also complete a criminal background check, including fingerprints, as instructed in the application packet.
Licensure by Endorsement	An applicant for registration by endorsement shall submit a completed application and requisite fee. Applicant must also arrange verification of any license ever held in another state. Verification includes, but is not limited to, record of disciplinary action taken or pending against applicant. Lastly, applicant must either (1) possess a current certification in acupuncture or in oriental medicine	<p>The verification must be sent directly to the Michigan Board from each state where Applicant is/has ever been licensed.</p> <p>Verification of current NCCAOM certification must be sent directly from NCCAOM to Michigan Board. To determine substantial equivalency to</p>

	<p>from a board-approved organization; or (2) possess an active license or registration from another state of the United States with licensure requirements that are equivalent to this state's requirements.</p> <p>If applicant graduated from a non-NCCAOM program, applicant must establish that requirements of other jurisdiction are substantially similar to those in Michigan and provide of certification in acupuncture or oriental medicine either by NCCAOM or an organization with equivalent certification standards creates a presumption that the Applicant meets the Michigan requirements.</p>	<p>NCCAOM certification an applicant may be required to submit the following to the Michigan Board:</p> <ul style="list-style-type: none"> • A copy of the certification requirements in the state where first licensed, including education and examination • A copy of the certification or testing agency document that describes the certification exam that applicant took • An official affidavit from the state agency describing the examination and legal requirements that were in effect when applicant was first licensed.
<p>Temporary License for Military Spouse [MCL 333.1618(5)]</p>	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
<p>Other Licensure or Registration Required (i.e., DEA, Pharmacy, etc.)</p>	<p>None</p>	

Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.13002, Beginning with 2018 Renewal and beginning in 2021 for initial registrations, acupuncturists must complete training in identifying victims of human trafficking
<u>Fees</u> (See <u>License Renewal Fees</u>)	<ul style="list-style-type: none"> • Initial / By Endorsement: \$291.70 • Re-Registration (after lapse): \$311.70 • Renewal (active Registration): \$424.30 • Special Volunteer & Temporary Military Spouse: No fee
Application Packets (website links)	<p>Initial Application: https://www.michigan.gov/documents/lara/Acupuncture_Endorsement_455370_7.pdf.</p> <p>Renewal (Online only): www.michigan.gov/elicense Temporary Military Spouse: http://www.michigan.gov/documents/lara/Temp_Military_Spouse_Renewal_605921_7.pdf.</p> <p>Special Volunteer Application (no fee except CS, if applicable): http://www.michigan.gov/documents/lara/Special_Volunteer_003_546538_7.pdf.</p> <p>Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf.</p>
Supervision/Oversight	An acupuncturist must practice under the delegation of an allopathic physician (MD) or osteopathic physician and surgeon (DO).
Other Requirements or Restrictions	If any applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect

APPLIED BEHAVIOR ANALYST (LBA)

PHC Part 182A, MCL §§ 333.18251 - 18267

Administrative Rule 338.1801 - 1835

*Pursuant to MCL 333.18253, a person has up to one (1) year to obtain licensure as a licensed behavior analyst or licensed assistant behavior analyst.

Type of License/Registration/ Certification: License (Full or Assistant)	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Behavior Analysts</u>
Duration Licensure/Registration: Four (4) Years	Contact Information: P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	None at this time	Not applicable
Examination	None at this time	Not applicable
Work Experience / Training	Assistant Behavioral Analyst: Must provide proof s/he will be supervised by a Michigan licensed behavioral analyst, and the supervision complies with Behavioral Analyst Certification Board (BACB) supervision requirements.	Not applicable
Certification	Applicant must have a current BACB certification, which is in good standing.	The BACB must issue proof of certification directly to the Board
Continuing Education	None at this time	Not applicable
General Licensure Requirements	In addition to satisfying other rules of the code, applicant must submit a licensure application with the appropriate fee and have not been convicted of an offense listed in Section 2 of the Sex Offenders Registration Act.	
Licensure by Endorsement	Yes. The Department will issue a license to an individual who on or before the effective date of this part (4/3/17) had a credential as a board-	Not applicable

	certified behavior analyst or certified assistant behavior analyst, or conferred for applied behavior analysis by the BACB, and who applies for licensure as a behavior analyst within the one-year period after the effective date of the rules established for such a license.	
State Licensure Verification (other jurisdictions licensed in)	<p>Applicant must request Verification of Licensure or Registration from all states or provinces in which he/she currently holds or has ever held a permanent acupuncture license or registration.</p> <p>Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p>	The verification must be sent directly to the Michigan Board from each state where Applicant is/has ever been licensed.
Additional Training	Pursuant to MCL 333.16148 and R 338.1821, Beginning with 2020 Renewal and beginning in 2024 for initial registrations, behavioral analysts must complete training in identifying victims of human trafficking.	If audited, the individual shall provide proof of completion of training by either a certificate issued by the training provider or a sufficient self-certification statement by the individual.
Other Licensure or Certification Required (i.e., First Aid, AIDS/HIV, etc.)	None at this time	Not applicable
Renewal	<p>To renew a behavioral analyst license, licensee must submit a renewal form with the appropriate fee, provide proof of a current BACB certification in good standing, and have not been convicted of an offense listed in Section 2 of the Sex Offenders Registration Act.</p> <p>Assistant Behavioral Analysts: Must satisfy the above requirements and provide proof that s/he will be supervised by a Michigan licensed behavioral analyst in Michigan and that the supervision complies with current BACB supervision requirements.</p>	The BACB must submit proof of current certification directly to the Board.
Relicensure	<p>License lapsed less than 3 years, the applicant must:</p> <ul style="list-style-type: none"> • submit a completed Relicensure Application with the appropriate fee; • provide proof of a current BACB certification in good standing; • have not been convicted of an offense defined in Section 2 of the Sex Offenders Registration Act; • establish his or her good moral character; 	The verification of other state licenses, certifications, or registration must be sent directly to the Michigan Board from each state where Applicant is/has ever been licensed.

	<ul style="list-style-type: none"> • submit to a background check/fingerprinting; and • submit verification of any license, certification or registration of another state, including any record of disciplinary action taken or pending against the applicant. <p>If applying for an Assistant Behavioral Analyst Relicensure, must also provide proof applicant will be supervised by a Michigan-licensed behavioral analyst in Michigan and that the supervision complies with current BACB supervision requirements.</p>	
Fees	<ul style="list-style-type: none"> • Behavior Analyst / Assistant Behavior Analyst: \$435.00 • Behavior Analyst / Assistant Behavior Analyst Renewal: \$360.00 	
Application Packet / Website Link	Online only through MiPLUS: https://www.michigan.gov/lara/0,4601,7-154-89334_72600_85566---,00.html .	

ATHLETIC TRAINER (AT/ATL/CAT/ATC)

PHC Part 179, MCL §§ 333.17901 – 17907

Administrative Rules 338.1301 - 1377

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Athletic Trainers</u>
<u>Duration Licensure/Registration:</u> Original Licensure: Up to one (1) year Renewal: Three (3) years (cycle begins 10/1) Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	Must have received a Commission for Accreditation of Athletic Training Education ("CAATE") or Canadian Athletic Therapists Association ("CATA") approved degree, or completion of required core curriculum (health, human anatomy, kinesiology/body mechanics, human physiology, physiology of exercise, basic athletic training, advanced athletic training, and cardiopulmonary resuscitation and first aid certification)	<ul style="list-style-type: none"> Applicant must arrange to have final transcripts from school where CAATE or CATA approved degree attained delivered to the Board of Athletic Trainers If applicant did not graduate from a CAATE or CATA approved educational program, applicant must arrange to have transcripts where degree attained delivered to the Board of Athletic Trainers, along with the completed Certification of Athletic Trainer Education form (which verifies completion of required core curriculum)
Examination	<ul style="list-style-type: none"> Verification of passing the Board of Certification ("BOC") examination 	<ul style="list-style-type: none"> Applicant must arrange for BOC to provide official verification directly to the Board of Athletic Trainers
Work Experience / Training	None required	Not applicable

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Continuing Education	75 hours of continuing education (CE) per each full licensure cycle with not less than 3 hours of CE hours in pain and symptom management (may not apply for renewal until complete) or proof of maintaining BOC certification	Submission of renewal application constitutes applicant has complied with CE requirement. If audited, applicant must provide proof of CE completion. Applicant shall maintain documentation of meeting CE requirements for a 4-year period from the submission of application for renewal.
State Licensure Verification (Other jurisdiction's licensed in)	For all license and relicensure applications, Michigan requires verification directly from all states or provinces where applicant has ever held a license. Verification includes, but is not limited to, record of any disciplinary action taken or pending against applicant.	Applicant must list other states or provinces where he or she has ever held a license; such other states/provinces must verify the license directly to the Board of Athletic Trainers.
Temporary License for Military Spouse [MCL 333.1618(5)]	6-month temporary license (if permitted by board) upon acceptable proof to the Board of the following: (a) that he or she is married to a member of the armed forces of the United States who is on active duty. (b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country. (c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders. (d) that a criminal history check has been conducted.	
Educational Limited License	None.	
Additional Disclosures (Part of New Application):	Must disclose (in detailed explanation): <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) 	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<ul style="list-style-type: none"> • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced three (3) or more malpractice settlements, awards, or judgments in any consecutive five (5) year period, or one (1) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Whether applicant ever had a federal or state health professional license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	
Licensure by Endorsement	<ul style="list-style-type: none"> • Board of Certification ("BOC") verification of current certification status • Current certification in emergency cardiac care from board-approved organization • Proof of any other license, registration or certification as athletic trainer (current or lapsed) in any other U.S. state or territory, province of Canada or other country, including any disciplinary action taken or pending action imposed 	<ul style="list-style-type: none"> • All verifications must be submitted directly to the Board of Athletic Trainers by the BOC or other licensing jurisdiction. • BOC website: www.bocatc.org
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.1303, beginning with 2017 Renewal and beginning in 2021 for initial registrations, applicants/licensees must complete training in identifying victims of human trafficking	
Other Licensing Requirements (for full license and renewal)	<ul style="list-style-type: none"> • One (1) hour of First aid training • Emergency cardiac care certification from Board-approved organization • Applicant must submit fingerprints and undergo a criminal background check (although need not repeat process if already completed process to obtain Temporary Athletic Trainer or Educational Limited Athletic Trainer Licenses) • If applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect 	<ul style="list-style-type: none"> • Must submit documentation of a minimum of 1 hour of first aid training received in the 3 years immediately preceding the date of submitting the application from the American Red Cross or another organization that provides substantially equivalent first aid training • Must submit a valid certification in emergency cardiac care from an organization that provides training using the standards of emergency cardiac care for professional providers from either the American Heart Association or the American Red Cross
Relicensure	INITIAL License issued less than 3 Years from time of relicensure application:	<ul style="list-style-type: none"> • Must submit proof of completion of at least three (3) hours of BOC

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<ul style="list-style-type: none"> • 25 hours of board-approved CE for each year since original license was issued (no more than 12 credit hours in a 24-hour period); • Current certification in emergency cardiac care from board-approved organization; • Proof of any other license, registration or certification as athletic trainer (current or lapsed) in any other U.S. state or territory, province of Canada or other country, including any disciplinary action taken or pending action imposed <p>If lapsed for 3 Years or LESS (not initial license):</p> <ul style="list-style-type: none"> • 75 hours of board-approved CE during three (3) years prior to applying for relicensure (no more than 12 credit hours in a 24-hour period); • Three (3) hours (minimum) of pain and symptom management; • Current certification in emergency cardiac care from board-approved organization; • Proof of any other license, registration or certification as athletic trainer (current or lapsed) in any other U.S. state or territory, province of Canada or other country, including any disciplinary action taken or pending action imposed <p>If lapsed MORE THAN 3 Years:</p> <ul style="list-style-type: none"> • Submit fingerprints and undergo Criminal Background Check pursuant to instructions received in Application Confirmation packet; • 75 hours of board-approved CE during three (3) years prior to applying for relicensure (no more than 12 credit hours in a 24-hour period); • Three (3) hours (minimum) of pain and symptom management; • Current certification in emergency cardiac care from board-approved organization; • Proof of any other license, registration or certification as athletic trainer (current or lapsed) in any other U.S. state or territory, province of Canada or other country, including any disciplinary action taken or pending action imposed; and • Verification of (AT LEAST ONE): <ul style="list-style-type: none"> ○ Proof submitted directly to Board of other license held in last 3 years in another State, 	<p>approved continuing education in pain and symptom management that was obtain within the three years immediately preceding the application for relicensure</p> <ul style="list-style-type: none"> • Must submit documentation of a minimum of 1 hour of first aid training received in the 3 years immediately preceding the date of submitting the application from the American Red Cross or another organization that provides substantially equivalent first aid training • Must submit a valid certification in emergency cardiac care from an organization that provides training using the standards of emergency cardiac care for professional providers from either the American Heart Association or the American Red Cross • Applicant must arrange for BOC to provide official verification of current certification status directly to the Board of Athletic Trainers

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<p>including any disciplinary action taken in that State;</p> <ul style="list-style-type: none"> ○ Verification of current BOC certification status submitted directly by the BOC; or ○ Verification of passing the BOC examination to be submitted directly by the BOC. 	
Application Packets (website links)	<p>Initial Licensure/Relicensure: https://www.michigan.gov/documents/lara/Application_for_an_Athletic_Trainer_License_new_fees_543387_7.pdf Renewal (Online only): www.michigan.gov/elicense Temporary Military Spouse Application / Renewal Special Volunteer Application (no fee except CS, if applicable) Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf</p>	
Fees (See License Renewal Fees)	<ul style="list-style-type: none"> • Initial License: 185.60 • Relicensure: \$ 205.60 • Renewal: \$318.15 	

AUDIOLOGIST (AuD)

PHC Part 168, MCL §§ 333.16801 - 16811

Administrative Rules 338.1 – 338.12

Type of License/Registration/ Certification: License	Regulatory Body: Michigan Department of Licensing & Regulatory Affairs (LARA) Bureau of Professional Licensing <u>Michigan Board of Audiology</u>
<u>Duration Licensure/Registration:</u> Original Licensure: Up to one (1) year Renewal: 2 years (cycle begins 1/1) Renewal (Limited Licensure): 1 year (3-year max)	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>US education: Master's or doctoral degree in audiology from an accredited educational program</p> <p>Foreign Education: Audiologist education and English proficiency (TOEFL or TOEFL-ibt) must be evaluated by a National Association of Credential Evaluation Services (NACES) agency. This list can be located at http://www.asha.org/certification/CredEval/.</p>	Have official transcripts of degrees submitted directly to Board of Audiology from an accredited educational program.
Examination	<p>Passing score on the National Teacher's Examination in Audiology or the PRAXIS Series II Test in Audiology administered at: www.ets.org/praxis. Foreign test takers must take exam at a Prometric center arranged through praxis@ets.org.</p> <ul style="list-style-type: none"> • Applicants whose license has lapsed for three (3) years or more must achieve passing score in the last two (2) years on the PRAXIS Series II Test in Audiology (unless the applicant to submit documentation to the Board of 	Have official score forwarded to the Board of Audiology

	Audiologists that the applicant holds an unrestricted license in another state)	
Work Experience / Training	If do not have a doctor of audiology degree, must complete at least 9 months of supervised clinical experience in audiology (1,260 hours)	Clinical Supervisor must submit a <u>Clinical Audiology Work Experience Form</u> .
Alternative Verification	Presumed to meet requirements of education, examination, and work/experience training, if certified in clinical competence in audiology from the American Speech Language Hearing Association (ASHA) or board certification in audiology by the American Board of Audiology (ABA)	<ul style="list-style-type: none"> Have American Speech Language Hearing Association or American Board of Audiology submit current or past certification directly to Board of Audiology (must include applicant's name, date certification issued, expiration date of certification; must also specify certification was issued in Audiology)
Continuing Education	<ul style="list-style-type: none"> Applicants whose license has lapsed for less than three (3) years must complete at least 20 hours of Board of Audiology-approved continuing education in the two years immediately preceding the submission of an application for re-licensure, unless the applicant can submit documentation that the applicant holds an unrestricted license in another state Applicants for license renewal who have been licensed for the two (2) year period immediately preceding the expiration date of the license shall accumulate not less than 20 continuing education hours approved by the Board of Audiology 	<p>Submission of a renewal application constitutes the applicant has complied with the CE requirement.</p> <p>In case of audit, applicant must submit proof of complying with CE requirements.</p> <p>Applicant must retain documentation of compliance with continuing education for a 3-year period following submission of application.</p>
State Licensure Verification (Other licensing jurisdictions)	<p>Yes. Applicant must arrange for verification of any license he or she has ever held in another state.</p> <p>Verification includes, but is not limited to, record of any disciplinary action taken or pending against applicant.</p>	Must have each state board verify licensure directly to Board of Audiology
Limited License	<ul style="list-style-type: none"> Have earned a master's or doctoral degree in audiology Proof of acceptance in a clinical program to obtain requisite 9 months (1,080 clock hours) of supervised clinical experience 	
Additional Disclosures	<p>Good Moral Character disclosures (in detailed explanation):</p> <ul style="list-style-type: none"> Felony convictions 	

	<ul style="list-style-type: none"> • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced three (3) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Whether applicant ever had a federal or state audiologist license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	
Licensure by Endorsement	<p>If applicant is currently licensed in another state or Canada and the requirements for licensure are substantially equivalent to those of this state, the applicant need only submit application, appropriate fee and verification of license.</p> <p>Otherwise, applicant must apply for licensure by examination.</p>	<p>Complete "Audiologist by Endorsement" form and forward to the state or province where licensed for completion of Part II and submission to the Board of Audiology</p> <p>Must have each state board verify licensure directly to Board of Audiology</p>
Foreign trained applicants	<p>Applicant for an audiologist license who graduated from a post-secondary institution located outside of the U.S. must</p> <ul style="list-style-type: none"> • Complete an educational degree program in audiology substantially equivalent to the requirements of licensure by examination or licensure by endorsement • Be authorized to practice as an audiologist without limitation in the legal jurisdiction where the postsecondary institution from which the applicant has graduated is located or that the applicant is authorized to practice as an audiologist in the legal jurisdiction where the applicant is a citizen • If program taught in language other than English, demonstrate a working knowledge of the English language (scaled score of not less than 550 on the paper-based test or a scaled score of not less than 213 on the computer-based test of English as a second language, and a score of not less than 50 on the test of spoken English) 	<p>Board of Audiologists will accept a credential evaluation completed by a recognized and accredited credential evaluation agency as proof of completion of educational requirements</p>

	<ul style="list-style-type: none"> • Complete in the U.S. nine (9) months of supervised clinical experience under a licensed audiologist or the equivalent 	
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.1a, beginning with 2018 Renewal and beginning in 2021 for initial registrations, applicants/licensees must complete training in identifying victims of human trafficking	
Other Registration Requirements	<p>All new applicants and applicants for relicensure whose license has lapsed for three (3) or more years must submit fingerprints and undergo a criminal background check</p> <p>Pursuant to MCL 333.16148 and R 338.1a, beginning with 2018 Renewal and beginning in 2021 for initial registration, must complete training in identifying victims of human trafficking</p>	
<u>Fees</u> (See <u>License Renewal Fees</u>)	<ul style="list-style-type: none"> • Initial license (By Exam or Endorsement): \$286.40 • Relicensure: \$306.40 • Renewal (full): \$318.30 (full) / \$159.15 (limited) 	
Application Packets (website links)	<p>Licensing:</p> <ul style="list-style-type: none"> • <u>Initial Audiology Application</u> • <u>Temporary Military Spouse Renewal Application</u> • <u>Application for Reinstatement of Revoked/Suspended License or Registration</u> • <u>Military Spouse Temporary License/Registration Application</u> 	

	<ul style="list-style-type: none"> • <u>Special Volunteer License Application</u> <p>Renewal (Online only): http://www.michigan.gov/elicense</p>
Other requirements	<ul style="list-style-type: none"> • If applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect

CHIROPRACTOR (DC)

PHC Article 15, Part 164, MCL §§ 333.16401 – 333.16431

Administrative Rules 338.12001 – 338.12015

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Chiropractic</u>
<u>Duration Licensure/Registration:</u> Original Licensure: 1 Year (or less) Renewal: 2 Years (cycle begins 12/ 1)	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must be paid at the time of renewal outside the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	Must have graduated from a board-approved program or institution of chiropractic.	Approved chiropractic institution must forward a final, official transcript directly to the Board showing the degree earned and date conferred.
Examination	Must have passed Parts I, II, III, and IV of the National Board Examination conducted and scored by the National Board of Chiropractic Examiners (NBCE). Passing score is determined by the NBCE.	NBCE must submit results of parts I – IV directly to Board.
Work Experience/Training	None.	
Continuing Education	Unless a waiver is available, each chiropractor is required to complete 30 hours of continuing education (CE) in courses or programs approved by the Board in the 2-year period immediately preceding application. Each chiropractor is required to complete one (1) CE hour in sexual boundaries, one (1) continuing education hour in ethics, one (1) continuing education hour in pain	Submission of an application for renewal shall constitute verification of the requirement being satisfied. If applicant is audited, he or she must submit evidence of having

	<p>and symptom management, two (2) CE hours in physical measures (completed live, and in-person). Not more than fifteen (15) of the required 30 hours may be in board-approved distance learning programs.</p> <ul style="list-style-type: none"> This rule does not apply to licensees having obtained their initial license within the 2-year period immediately preceding expiration of initial license. 	<p>completed CE requirement to the Board of Chiropractic.</p> <p>Applicants shall retain documentation of completing CE requirements for a 3-year period from the date of application for renewal.</p>
State Licensure Verification (Other jurisdiction's licensed in)	<p>Must disclose any state where Applicant holds or has ever held a permanent chiropractic license. Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p>	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent chiropractic license.</p>
Additional Disclosures with application	<ul style="list-style-type: none"> physical and mental health status lack of impairment due to chemical dependency / substance abuse history of loss of license, certification or registration felony / misdemeanor convictions loss or limitations of privileges disciplinary actions professional liability claims history Three or more malpractice settlements / awards / judgments in any consecutive 5-year period, or if any totaled more than \$200,000 or more 	<p>Applicant must submit fingerprints and undergo a criminal background check</p>
Licensure by Endorsement	<p>If applicant has been licensed in another state for five years or more immediately preceding application, he or she must submit the application with appropriate fee and submit verification of their licensure. Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p> <p>If applicant has been licensed in another state for less than 5 years immediately preceding application, applicant must satisfy above requirements and also provide evidence of passing Parts I, II, III, and IV of the National Board Examination scored by the NBCE.</p>	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent chiropractic license.</p> <p>If licensed in another jurisdiction for less than five (5) years, must have NBCE send results from Parts I-IV directly to the Board.</p>
Other Licensure/Registration	<p>None.</p>	

Required (i.e., DEA, State Pharma, etc.)	
Relicensure	<div> <p>An applicant may be relicensed if:</p> <ul style="list-style-type: none"> • Applicant has acquired not less than 45 CE hours in the 3-year period immediately preceding application. CE hours must include 24 CE hours on chiropractic adjusting techniques, 1 CE hour in sexual boundaries, 1 CE hour in ethics, 1 CE hour in pain and symptom management, 2 CE hours in physical measures (completed live, and in-person), and not more than fifteen 15 CE hours in board-approved distance learning programs; • Applicant has been licensed as a chiropractor in another state during the 3-year period immediately preceding application; and • Applicant submits verification of any license held (currently or previously) in another state. Verification includes, but is not limited to, record of any disciplinary action taken or pending against applicant. </div> <div> <p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent chiropractic license.</p> <p>Submission of an application for relicensure shall constitute verification of the requirement being satisfied.</p> <p>If applicant is audited, he or she must submit evidence of having completed CE requirement to the Board of Chiropractic.</p> <p>Applicant shall retain documentation of completing CE requirements for a 3-year period following application.</p> </div>
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>
Other training (i.e., First Aid, AIDS/HIV, etc.)	<ul style="list-style-type: none"> • Manipulation Under Anesthesia—If Applicant will be participating in these procedures (excluding the sedation aspect), completion of additional training is recommended by the Board in a course offering at least thirty-six (36) hours of didactic and clinical training, along with completion of a competency exam and national certification in manipulation under anesthesia.

	<ul style="list-style-type: none"> • Pursuant to MCL 333.16148 and R 338.12001a, beginning with 2017 Renewal and beginning in 2021 for initial registrations, applicants/licensees must complete training in identifying victims of human trafficking 	
Fees (See <u>License Renewal Fees</u>)	<ul style="list-style-type: none"> • Initial License: \$127.25 • Relicensure: \$147.25 • Renewal: \$201.50 	
Application Packets (website links)	<p>Initial Application (by Exam or Endorsement)/Relicensure: https://www.michigan.gov/documents/lara/Chiro_New_Lic_9-16_534881_7.pdf</p> <p>Educational Limited License: https://www.michigan.gov/documents/lara/Chiro_New_Lic_9-16_534881_7.pdf</p> <p>Application for Reinstatement of Suspended/Revoked License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf</p>	
Educational Limited License	<p>The applicant cannot have graduated from chiropractic educational program and must have successfully completed 2 years of education in a college of arts and sciences and 2 years, 4 semesters, or 6 quarter terms in a chiropractic college approved by the board.</p> <p>An individual granted a limited license may engage in the practice of chiropractic only under the supervision of a licensed chiropractor.</p> <p>The limited license is valid for no more than 6 months and is non-renewable.</p>	<p>Certification of Chiropractic Education and official transcripts must be submitted to Board of Chiropractic directly from the applicant's educational institution.</p> <p>A Supervision Confirmation Form must be forwarded from applicant's supervisor directly to the Board of Chiropractic.</p>

COUNSELOR (LPC)

PHC Article 15, Part 181, MCL 333.18101 - 18117

Administrative Rules 333.1751 – 333.1756

Type of License/Registration/ Certification: License (Limited & Full)	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Counseling</u>
<u>Duration Licensure/Registration:</u> Original: Limited & Full: 1 year or less Renewal: Limited: Annually for no more than 10- years to meet experience mandate Full: 3 years (Cycle begins 6/1)	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>LIMITED & FULL (same): Applicant may satisfy the education requirement by obtaining either a master's or doctoral degree in counseling. Otherwise applicant must have completed a board-approved student personnel work program of not less than 48 semester hours or 72 quarter hours which included studies in all of the following:</p> <ul style="list-style-type: none"> • career development; • consulting; • counseling techniques; • counseling theories; • counseling philosophy; • group techniques; • professional ethics; • research methodology; • multi- cultural counseling • testing procedures and assessment; 	<p>Applicant must arrange for an OFFICIAL TRANSCRIPT of graduate education to be forwarded directly to the Board from the registrar of the educational institution.</p> <p>Complete Section I and section II (if required) of the Certification of Counseling Education form and forward it to the Director of your Counselor Education Program for certification of the education program completed. Institution must submit Certification of Counseling Education form directly to Board.</p>

	<ul style="list-style-type: none"> • practicum; AND • an internship that consists of not less than 600 hours of supervised clinical experience in the practice of counseling. 	
Examination	<p>FULL LICENSURE: Pass either of the following examinations with a passing score established by the testing organization:</p> <ul style="list-style-type: none"> • The National Counselor Examination (NCE) developed by the National Board for Certified Counselors; or • The certification examination developed and scored by the Commission on Rehabilitation Counselor Certification (CRCC) 	Examination agency must send scores directly to Board of Counseling.
Work Experience/Training	<p>FULL LICENSURE: Individuals with a master's degree or student personnel work must accrue 3,000 hours of post-degree counseling experience in not less than a two-year period with at least 100 hours accrued in the immediate physical presence of the supervisor.</p> <p>Individuals who have completed 30 semester hours or 45 quarter hours of graduate study in counseling beyond a master's degree must accrue 1,500 hours of post degree counseling experience in not less than a one-year period with at least 50 hours accrued in the immediate physical presence of the supervisor.</p> <p>All experience must be completed AFTER obtaining Limited License or it will not be counted toward requirements.</p> <p>COUNSELING SUPERVISOR: If individual began providing counseling supervision on or before January 1, 2013, must have training in the function of counseling supervision and have acquired at least 3 years counseling experience.</p> <p>If individual began providing counseling supervision after January 1, 2013, must have acquired at least 3 years counseling experience AND:</p> <ul style="list-style-type: none"> • Training in the function of counseling supervision, including both of the following: <ul style="list-style-type: none"> ○ Either 2 semester hours of graduate credit in training in counseling supervision or 30 	<p>FULL ONLY:</p> <p>Counseling Work Experience form must be submitted directly to the board office from the Applicant's supervisor.</p> <p>Applicant must provide detailed description of Educational experience and professional counseling experience on Application</p> <p>COUNSELING SUPERVISOR:</p> <p>Before the onset of supervision, the supervisor must provide the supervisee with a written statement that addresses the licensee's supervising qualifications</p> <p>Supervising counselor must also keep ongoing documentation, including, but not limited to, performance and clinical notes, for each supervisee on the supervision being provided.</p>

	<p>contact hours of workshop training in counseling supervision; and</p> <ul style="list-style-type: none"> ○ Specialized training in all of the following topics: (i) Roles and functions of counseling supervisors; (ii) Models of counseling supervision; (iii) Mental health-related development; (iv) Methods and techniques in counseling supervision; (v) Supervisory relationship issues; (vi) Cultural issues in supervision; (vii) Group supervision; (viii) Legal and ethical issues in counseling supervision; and (ix) Evaluation of supervisee and the supervision process 	
Continuing Education	None.	
State Licensure Verification (Other jurisdiction's licensed in)	<p>Applicant must indicate on the application whether he or she is licensed in another state by Exam or by Endorsement.</p> <p>Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p>	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent counseling license.</p>
Additional Disclosures (Part of New Application)	<p>Must disclose (in detailed explanation):</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced three (3) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Whether applicant ever had a federal or state license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action 	<p>Criminal Background Check/Fingerprint Request required with application</p> <p>A copy of the Professional Disclosure Statement (that each Applicant will furnish to all potential clients before engaging in counseling services) must be submitted with Application</p> <p>This is an Independent Requirement from additional disclosures.</p>

	<ul style="list-style-type: none"> • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	
Licensure by Endorsement	<p>If applicant has been licensed in another state for 5 years or more immediately preceding application, applicant must:</p> <ul style="list-style-type: none"> • Submit Application and applicable fee • Submit fingerprints and undergo criminal background check • Submit Professional Disclosure Statement • Arrange for ALL other state licensing authorities to prepare and submit directly to the Board a Verification of Licensure or Registration form. Verification includes, but is not limited to, record of any disciplinary actions taken or pending against applicant. <p>If licensed in another jurisdiction for less than 5 years, applicant must satisfy the above requirements and apply by examination.</p>	A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent counseling license.
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other Licensure/Registration Required (i.e., DEA, State Pharma, etc.)	None.	
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.1751a, Beginning with 2017 Renewal and beginning in 2021 for initial registrations, counselors must complete training in identifying victims of human trafficking.	

Relicensure	<p>If license has expired less than 3 years, Applicant need only submit Relicensure Application with appropriate fee, Professional Disclosure Statement form and arrange for all other state licensing authorities to prepare and submit a Verification of Licensure form. Verification includes, but is not limited to, record of any disciplinary actions taken or pending against applicant.</p> <p>If license has expired more than 3 years, Applicant must submit Relicensure Application, fee, Professional Disclosure Statement form and either:</p> <ul style="list-style-type: none"> • Retake and pass either the NCE or CRCC Examination; or • Submit evidence of current certification issued by either the National Board of Certified Counselors or the Commission on Rehabilitation Counselor Certification. <p>Grandfathered Relicensure: If originally held a professional license pursuant to master's or doctoral degree prior to October 1, 1991 and had 2 years professional counseling experience before October 1, 1993, Applicant need only submit Relicensure Application with appropriate fee, an updated Professional Disclosure Statement form and arrange for all other state licensing authorities to prepare and submit a Verification of Licensure form. Verification includes, but is not limited to, record of any disciplinary actions taken or pending against applicant.</p> <p>Limited License Relicensure: Applicant must submit a Relicensure Application with appropriate fee, an updated professional disclosure statement, and arrange for all other state licensing authorities to prepare and submit a Verification of Licensure form. Verification includes, but is not limited to, record of any disciplinary actions taken or pending against applicant.</p>	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent counseling license.</p> <p>If License lapsed more than 3 years, must submit Criminal Background Check/Fingerprint Request with Relicensure Application.</p>
Fees	<ul style="list-style-type: none"> • Initial License: \$121.90 • Limited License: \$84.80 • Relicensure (Full): \$141.90 	

	<ul style="list-style-type: none"> • Relicensure (Limited): \$104.80
Application Packets (website links)	<p>Initial License (Full/Limited)/Relicensure: https://www.michigan.gov/documents/lara/Application for Counselor License Nov 2016 540455 7.pdf</p> <p>Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement Application Packet 603064 7.pdf</p>

DENTAL ASSISTANT (RDA)

PHC Article 15, Part 166, MCL 333.16601 - 333.16648

Administrative Rules 338.11101 - 338.11821

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Dentistry</u>
<u>Duration Licensure/Registration:</u> Original Licensure: Up to 1 year Renewal (Full): 3 years (cycle begins 9/1) Renewal (Ltd): 1 year	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	Must complete a dental assistant educational program from a school approved by the Board of Dentistry	Following completion of program, applicant must complete Section I of the "Verification of Training and Competency in the Application and Removal of a Dental Dam" and provide the form to the RDA program director at the applicant's RDA school for completion and direct submission to the Board of Dentistry
Examination	<p>Applicant must pass the Michigan Board of Dentistry comprehensive and clinical examination.</p> <ul style="list-style-type: none"> To sit for the Michigan Registered Dental Assistant Examination, the applicant must be a graduate of a dental assisting accredited program approved by the Board of Dentistry (program must be approved by the American Dental Association) To pass, the applicant must obtain a converted score of 75 on each section. If the candidate fails to achieve a passing score on 	<p>If applicant fails the examination and is required to complete additional education, applicant must present certification of completion of course or semester/term (signed by dean or appointee)</p> <p>Must arrange for a final, official transcript from the ADA accredited dental assisting educational program to be sent directly to the</p>

	<p>all parts within an 18-month period, he or she must reapply to take the entire clinical and written examination.</p> <ul style="list-style-type: none"> • If the applicant fails the clinical examination two consecutive times, applicant must receive a minimum of 20 hours of instruction approved by the Board of Dentistry in both didactic and clinical instruction; • if applicant fails the comprehensive examination two consecutive times, applicant must receive a minimum of 20 hours of instruction approved by the Board of Dentistry • If applicant fails any section of the examination three times, applicant must return to an accredited school for 1 academic semester/term 	<p>Board of Dentistry from the school (if applicant desires to sit for the examination prior to graduation, must graduate within 45 days of the examination)</p>
Limited Licenses	<p>Limited licenses are available with restrictions. A limited license dental assistant may only:</p> <ul style="list-style-type: none"> • Perform dental procedures while employed as a faculty member of a dental or dental auxiliary program, if procedures are performed under the general supervision of a fully licensed dentist; and • The limited license dental assistant has satisfied the 35 hours of additional education requirement. <p>For licensing, the applicant must graduate from an accredited, board-approved dental assisting program and submit proof of appointment to a faculty position.</p> <p>Three types of limited licenses:</p> <ol style="list-style-type: none"> 1. Educational Limited License: to a person who is enrolled in postgraduate education 2. Non-clinical Academic Limited License: to a person who functions only in a non-clinical academic, research or administrative setting and who does not hold themselves out to the public as being actively engaged in the practice of dentistry, or otherwise solicit patients 3. Clinical Academic License: to a person practicing only in a clinical academic setting and who does not hold 	<p>To obtain a limited license, applicant must submit:</p> <ol style="list-style-type: none"> 1. Proof of graduation (official transcript) from an ADA approved dental assistant program or a certified copy of the diploma and transcript from an unapproved school of dental assistant (translated into English, if necessary) 2. Name, address and division/department of institution in which the applicant is being employed/enrolled 3. Name, degree and title of applicant's supervising dentist 4. Description of duties, responsibilities or courses of the applicant 5. Beginning date of employment or the beginning and anticipated ending date of the education program

	themselves out to the public as being actively engaged in the practice of dentistry, or otherwise solicit patients	
Licensure by Endorsement	<p>Applicant must have graduated from an accredited, board-approved dental assisting school; pass the Michigan Registered Dental Assistant Licensing Examination or show proof of successful completion of an equivalent exam; and arrange for verification of any license held in another state (current or previously held). Verification includes, but is not limited to, record of any disciplinary action taken or imposed against applicant.</p>	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent counseling license.</p> <ul style="list-style-type: none"> • Applicant must arrange for school to send a final, official transcript of the ADA accredited dental assistant program directly to the Board of Dentistry • To demonstrate substantial equivalence, the Board of Dentistry may require the applicant to submit materials such as a certified copy of the examination, an affidavit that describes the examination and sets forth the legal standards which were in effect at the time of the examination (the affidavit should be issued by an official who is responsible for the state agency that administered the examination), or an affidavit that describes the examination and that was issued by an official with a state society or another organization that administered the examination.
Continuing Education	<p>In order to renew a license, the dental assistant must possess current certification in basic or advanced cardiac life support and have earned 36 hours of continuing education (CE) in the 3-year period immediately preceding the application. The CE credits must include:</p> <ul style="list-style-type: none"> • Courses or programs approved by the Board of Dentistry; • At least 12 hours in programs related to clinical issues (although certain waivers apply for disability, military service, absence from 	<p>Submitting the application for renewal shall constitute the applicant's certification of completing the CE requirement.</p> <p>If the applicant is audited, they must submit documentation to prove they have complied with the requirement.</p> <ul style="list-style-type: none"> • Acceptable forms of documentation: http://www.michigan.gov/doc

	<p>the United States and other circumstances beyond the licensee's control);</p> <ul style="list-style-type: none"> At least 2 CE hours must be obtained in pain and symptom management in each renewal period; and <p>Not less than 12 CE hours in live, in-person CE programs.</p> <p>Applicant holding both Dental Assistant and Hygienist Licenses:</p> <p>If applicant for renewal is also a registered dental hygienist, must complete not less than a total of 36 hours of CE in courses approved by the Board of Dentistry, with at least 12 hours devoted to registered dental hygienist functions and at least 12 hours in registered dental assistant functions</p>	<p>uments/lara/LARA_RDH_RDA_CE_Brochure_5-11_376436_7.pdf</p> <p>Every licensee must retain records documenting the completion of continuing education for at least 4 years from the date of application in the event of an audit</p>
State Licensure Verification (Other jurisdiction's licensed in)	<p>Applicant must indicate on the application whether he or she is licensed in another state by Exam or by Endorsement.</p> <p>Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p>	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent counseling license.</p>
Other Training	<p>Human Trafficking:</p> <p>Pursuant to MCL 333.16148 and R 338.11123, Beginning with 2018 Renewal and beginning in 2022 for initial registrations, dental assistants must complete training in identifying victims of human trafficking.</p> <p>To Perform Intra Oral Procedures:</p> <p>A registered dental assistant may only perform intra-oral procedures if they have successfully an approved course, offered by an accredited dental or dental assisting program, requiring a minimum of 20 hours' didactic instruction, followed by a comprehensive clinical experience of sufficient duration to gain competence through a criterion-based assessment instrument.</p>	
Additional Disclosures (Part of New Application)	<p>Must disclose (in detailed explanation):</p> <ul style="list-style-type: none"> Felony convictions Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) treated for substance abuse in the previous two (2) years Whether applicant ever experienced three (3) or more malpractice settlements, awards, or judgments in any consecutive five (5) year period Whether applicant ever experienced one (1) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period 	

	<ul style="list-style-type: none"> • Whether applicant ever had a federal or state health professional license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <ul style="list-style-type: none"> • that he or she is married to a member of the armed forces of the United States who is on active duty. • that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country. • that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders. • that a criminal history check has been conducted. 	
Relicensure	<p>All applicants who is, or has ever been, licensed in another state must submit arrange for verification of their licenses in other states. Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p> <p>If license has lapsed for 3 years or less, applicant must submit completed Relicensure Application with appropriate fee, and proof that applicant has complied with the CE requirement (at least 36 CE hours, with specific requirements, see above) within the 2-year period immediately preceding the application.</p> <p>If license has lapsed for more than 3 years but less than 5 years, applicant must satisfy the above requirements and either:</p> <ul style="list-style-type: none"> • Complete an evaluation of his or her dental assisting skills, conducted by a board-approved dental assisting educational program; or • Providing documentation that the applicant holds or held a valid and 	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent counseling license.</p> <p>Submitting the application for relicensure shall constitute the applicant's certification of completing the CE requirement.</p> <p>If the applicant is audited, he or she must submit documentation to prove they have complied with the requirement.</p> <ul style="list-style-type: none"> • Acceptable forms of documentation: http://www.michigan.gov/documents/lara/LARA_RDH_RDA_CE_Brochure_5-11_376436_7.pdf <p>Every licensee must retain records documenting the completion of continuing education for at least 4 years from the date of application in the event of an audit</p>

	<p>unrestricted dental assistant license in another state within the 3-year period immediately preceding application.</p> <p>If license has lapsed for more than 5 years, applicant must either:</p> <ul style="list-style-type: none"> • Apply for licensure by examination; or • Provide documentation that applicant holds or held a valid and unrestricted license in another state within the 3-year period immediately preceding application, proof that applicant has complied with the CE requirement (at least 36 CE hours, with specific requirements, see above) within the 2-year period immediately preceding the application, and submit the Relicensure Application with appropriate fee. 	
Other Registration Requirements	All new applicants, and applicants for relicensure whose license has lapsed for three (3) or more years, must submit fingerprints and undergo a criminal background check	
Fees (See License Renewal Fees)	<ul style="list-style-type: none"> • Initial Application Fee: <ul style="list-style-type: none"> ○ By Exam or Endorsement: \$137.85 ○ Limited (Clinical Academic/Non-Clinical Academic/Educational): \$21.20 • Renewal License Fee: <ul style="list-style-type: none"> ○ Renewal: \$47.70 ○ Limited (Clinical Academic/Non-Clinical Academic) Renewal: \$5.30 • Relicensure: <ul style="list-style-type: none"> ○ R.D.A. Lapsed less than 5 years: \$83.60 ○ R.D.A. Lapsed more than 5 years: \$157.85 ○ R.D.A. Limited Renewal: \$41.20 	
Application Packets (website links)	<p>Initial License/Relicensure: http://www.michigan.gov/documents/mdch_rda_appkt_84029_7.pdf and https://www.michigan.gov/documents/lara/New_Dentistry_Application_510069_7.pdf</p> <p>Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf</p> <p>Renewal: www.michigan.gov/elicense</p>	
Application Packet / Website Link	Online only through MiPLUS: https://www.michigan.gov/lara/0,4601,7-154-89334_72600_85566---,00.html	

Other requirements	<ul style="list-style-type: none"> • If any applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect
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DENTAL HYGIENIST (RDH)

PHC Article 15, Part 166, MCL 333.16601 - 333.16648

Administrative Rules 338.11101 - 338.11821

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Dentistry</u>
<u>Duration Licensure/Registration:</u> Original Licensure: 1 Year Renewal: 3 Years (cycle begins 9/1) Renewal applicants have sixty (60) day grace period from date registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration and individual must apply for relicensure	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>Applicant must graduate from an accredited, board-approved dental hygiene program.</p> <p>For graduates of programs not in compliance with board standards, applicant must obtain a dental hygiene degree from a program that meets the standards of the Commission on Dental Accreditation of the American Dental Association.</p>	<p>Applicant must arrange for the educational institution to provide a final transcript to the Board of Dentistry.</p> <p>Foreign or non-accredited graduates must provide final, official transcripts directly from the non-accredited or foreign school and the ADA accredited program. If transcripts are not in English, a translated copy must also be provided.</p>
Examination	<p>Applicant must pass all parts of the Dental Hygiene National Board Examination, scored by the Joint Commission on National Dental Examinations (passing score of not less than 75); pass a dental hygiene simulated clinical written examination conducted and scored by the :</p> <ul style="list-style-type: none"> Northeast Regional Board of Dental Examiners (NERB) (passing score of not less than 75), and one of the following: Pass all parts of a clinical examination, conducted and scored by NERB (passing 	<p>The applicant must arrange for the National Board of Dental Hygiene Examiners, or other testing entity, to submit official results to the Board of Dentistry</p> <p>If an exam is from another entity, to prove it is substantially similar the Board may require submission of:</p>

	<p>score of not less than 75) or another board-approved regional testing agency; or</p> <ul style="list-style-type: none"> • Pass all parts of a clinical examination developed and scored by a state or other entity that is substantially similar to the clinical examination developed by NERB. 	<ul style="list-style-type: none"> • A copy of the examination booklet or description of the examination content and scores; • An affidavit from the appropriate state licensing agency that describes the examination, setting forth the legal standards in effect at the time of examination; or • An affidavit from the state licensing board or examination agency describing the examination.
Limited Licenses	<p>Limited licenses are available with restrictions. A limited license dental hygienist may only:</p> <ul style="list-style-type: none"> • Perform dental procedures while employed as a faculty member of a dental or dental auxiliary program, if procedures are performed under the general supervision of a fully licensed dentist <p>For licensing, the applicant must graduate from an accredited, board-approved dental hygienist program and submit proof of appointment to a faculty position.</p> <p>Three types of limited licenses:</p> <ul style="list-style-type: none"> • Educational Limited License: to a person who is enrolled in postgraduate education. • Non-clinical Academic Limited License: to a person who functions only in a non-clinical academic, research or administrative setting and who does not hold themselves out to the public as being actively engaged in the practice of dentistry, or otherwise solicit patients. • Clinical Academic License: to a person practicing only in a clinical academic setting and who does not hold themselves out to the public as being actively engaged in the practice of dentistry, or otherwise solicit patients. 	<p>To obtain a limited license, applicant must submit:</p> <ol style="list-style-type: none"> 1. Proof of graduation (official transcript) from an ADA approved dental hygienist program or a certified copy of the diploma and transcript from an unapproved school of dental hygienists (translated into English, if necessary) 2. Name, address and division/department of institution in which the applicant is being employed/enrolled 3. Name, degree and title of applicant's supervising dentist 4. Description of duties, responsibilities or courses of the applicant 5. Beginning date of employment or the beginning and anticipated ending date of the education program
Continuing Education	<p>In order to renew a license, the dental hygienist must possess current certification in basic or advanced cardiac life support and have earned 36 hours of continuing education (CE) in the 3-year</p>	<p>Submitting the application for renewal shall constitute the applicant's certification of completing the CE requirement.</p>

	<p>period immediately preceding the application. The CE credits must include:</p> <ul style="list-style-type: none"> • Courses or programs approved by the Board of Dentistry; • At least 12 hours in programs related to clinical issues (although certain waivers apply for disability, military service, absence from the United States and other circumstances beyond the licensee's control); • At least 2 CE hours must be obtained in pain and symptom management in each renewal period; and <p>Not less than 12 CE hours in live, in-person CE programs.</p> <p>Applicant holding both Dental Assistant and Hygienist Licenses: If applicant for renewal is also a registered dental assistant, must complete not less than a total of 36 hours of CE in courses approved by the Board of Dentistry, with at least 12 hours devoted to registered dental hygienist functions and at least 12 hours in registered dental assistant functions</p>	<p>If the applicant is audited, they must submit documentation to prove they have complied with the requirement.</p> <ul style="list-style-type: none"> • Acceptable forms of documentation: http://www.michigan.gov/documents/lara/LARA_RDH_RDA_CE_Brochure_5-11_376436_7.pdf <p>Every licensee must retain records documenting the completion of continuing education for at least 4 years from the date of application in the event of an audit</p>
State Licensure Verification (Other jurisdiction's licensed in)	<p>Applicant must indicate on the application whether he or she is licensed in another state by Exam or by Endorsement.</p> <p>Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p>	Applicant must provide Verification of Licensure or Registration in Another State form
Additional Disclosures (Part of New Application)	<p>Applicants must disclose:</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by prison for a maximum term of 2 years • Misdemeanor convictions involving the illegal delivery, possession or use of alcohol or a controlled substance (including motor vehicle violations). • Whether applicant has been treated for substance abuse in the past 2 years. • Whether applicant has 3 or more malpractice settlements, awards or judgments in any consecutive 5-year period. • Whether applicant has had 1 or more malpractice settlement, awards or judgment totaling \$200,000 or more in any consecutive 5-year period. 	Applicants must provide fingerprints and a background check.

	<ul style="list-style-type: none"> • Whether applicant has ever had a federal or state health professional license revoked, suspended, or otherwise disciplined, denied a license, or is currently subject to a pending disciplinary action. • Whether applicant has ever been censured or asked to withdraw from a health care facility staff, or had their health care facility staff privileges modified. 	
Licensure by Endorsement	<p>Applicant must:</p> <ul style="list-style-type: none"> • Arrange for verification of all licenses from another state (current or previously held). Verification includes, but is not limited to, record of any disciplinary actions taken or pending against applicant; • Have graduated from a board-approved dental hygiene school. • Passed all phases of the National Board Examination for Dental Hygienists; <ul style="list-style-type: none"> ○ This requirement is waived if applicant graduated from an accredited school prior to 1962. • Show proof of successful completion of a substantially equivalent written and clinical examination to the Michigan requirement (see above); <ul style="list-style-type: none"> ○ This requirement is waived for applicants initially licensed in another U.S. state prior to 2002 and who were not required to complete any regional examination. <p>If an applicant was licensed in another state that requires successful completion of a regional examination and the applicant has been practicing for at least the 3-year period immediately preceding the application, the applicant need only submit the application with appropriate fee and arrange for verification of all of his or her licenses in other states, including record of any disciplinary action taken or pending against the applicant.</p> <p>If applicant is licensed in another state that does not require the successful completion of a regional examination and the applicant has been practicing a minimum of 3-years, the applicant</p>	<p>Applicant must have educational institution submit final transcript of grades directly to Board of Dentistry.</p> <p>Must have state or Regional Exam results sent from testing agency directly to the Michigan Board of Dentistry.</p> <p>Applicant must have National Board of Dental Hygiene Examiners submit official report of examination scores to Michigan Board of Dentistry.</p> <p>Applicant must provide Verification of Licensure or Registration in Another State form</p>

	must have graduated from a board-approved dental hygiene school and have passed all phases of the National Board Examination for Dental Hygienists (examination is waived for applicants having graduated from an accredited school prior to 1962).	
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other Licensure/Registration Required (i.e., DEA, State Pharma, etc.)	<p>To be a Registered Dental Hygienist with Certification to Administer Local Analgesia, the applicant must complete the application and pay appropriate fee which is valid for two years. Applicant must submit proof of completion of an approved continuing education program or through the completion of a Verification of Local Anesthesia Administration form. The course must include at least 15 hours of didactic instruction, and 14 hours of clinical experience in the theory of pain control; selection of pain control modalities; anatomy; neurophysiology; local anesthetics; vasoconstrictors; psychological aspects of pain control; systematic complications; techniques of maxillary anesthesia; techniques of mandibular anesthesia; infection control; and local anesthesia medical emergencies. Must provide current certification in basic or advanced cardiac life support. Must provide passing scores on the Northeast Regional Board Examination (NERB) in local anesthesia.</p>	<p>Must arrange to have passing scores on the Northeast Regional Board (NERB) Nitrous Oxide Examination provided directly to the Board of Dentistry.</p> <p>Proof of passing a board-approved course must be submitted directly to the Board of Dentistry.</p> <p>Evidence of a certification in basic or advanced cardiac life support must be provided to the Board of Dentistry.</p>

	<p>To be a Registered Dental Hygienist with Certification to Administer Nitrous Oxide Analgesia, the applicant must:</p> <ul style="list-style-type: none"> • Complete the application and pay appropriate fee which is valid for two years; • Submit proof of completion of a board-approved course in the administration of local anesthesia or nitrous oxide analgesia, or both. The course must include at least 4 hours of didactic instruction, and 4 hours of clinical experience in nitrous oxide medical emergency techniques, pharmacology of nitrous oxide techniques, and a course on selection of pain control modalities (if available); • Successfully complete a board administered written examination in both local anesthesia and nitrous oxide analgesia within 18 months of completion of the course; and • Maintain a current certification in basic or advanced cardiac life support. 	
Relicensure	<p>All applicants who is, or has ever been, licensed in another state must submit arrange for verification of their licenses in other states. Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p> <p>If license has lapsed for 3 years or less, applicant must submit completed Relicensure Application with appropriate fee, and proof that applicant has complied with the CE requirement (at least 36 CE hours, with specific requirements, see above) within the 2-year period immediately preceding the application.</p> <p>If license has lapsed for more than 3 years but less than 5 years, applicant must satisfy the above requirements and either:</p> <ul style="list-style-type: none"> • Passing a dental hygiene simulated clinical written examination developed and scored by the North East Regional Board of Dental Examiners, or its successor; or 	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent counseling license.</p> <p>Submitting the application for relicensure shall constitute the applicant's certification of completing the CE requirement.</p> <p>If the applicant is audited, he or she must submit documentation to prove they have complied with the requirement.</p> <ul style="list-style-type: none"> • Acceptable forms of documentation: http://www.michigan.gov/documents/lara/LARA_RDH_RDA_CE_Brochure_5-11_376436_7.pdf <p>Every licensee must retain records documenting the completion of continuing education for at least 4 years from the date of application in the event of an audit</p>

	<ul style="list-style-type: none"> • Providing documentation that the applicant holds or held a valid and unrestricted dental assistant license in another state within the 3-year period immediately preceding application. <p>If license has lapsed for more than 5 years, applicant must either:</p> <ul style="list-style-type: none"> • Apply for licensure by examination; or • Provide documentation that applicant holds or held a valid and unrestricted license in another state within the 3-year period immediately preceding application, proof that applicant has complied with the CE requirement (at least 36 CE hours, with specific requirements, <i>see above</i>) within the 2-year period immediately preceding the application, and submit the Relicensure Application with appropriate fee. 	
Other training (i.e., First Aid, AIDS/HIV, etc.)	<ul style="list-style-type: none"> • Basic or Advanced Cardiac Life Support • Pursuant to MCL 333.16148 and R 338.11123, Beginning with 2018 Renewal and beginning in 2022 for initial registrations, dental hygienists must complete training in identifying victims of human trafficking 	
Fees (See <u>License Renewal Fees</u>)	<p>Initial Dental Hygienist Registration: \$47.70 Dental Hygienist Clinical Academic License: \$31.80 Dental Hygienist Non-Clinical Academic License: \$31.80 Dental Hygienist Educational Limited License: \$31.80 Local Anesthesia Certification: \$10.00 Nitrous Oxide Analgesia Certification: \$10.00</p> <p>Relicensure: \$67.70</p> <p>Renewal Fee:</p> <ul style="list-style-type: none"> • Dental Hygienist Renewal: \$79.50 • Dental Hygienist Clinical Academic License Renewal: \$10.60 	
Application (website links)	<p>Licensing/Relicensure: http://www.michigan.gov/miplus</p> <p>Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf</p> <p>Renewal (online): https://aca3.accela.com/MILARA/Default.aspx</p>	

DENTAL THERAPIST (DT)

PHC Part 166, MCL §§ 333.16601 - 16659

Administrative Rule – Not yet in effect*

*Pursuant to MCL 333.17117, the Board has 1 year after effective date of the Code creating the Dental Therapist licensure requirements to promulgate rules regarding the requirement for licensure, which is no later than March 27, 2020. A draft of the Administrative Rules has been developed by the Michigan Board of Dentistry, however, it should be noted these rules have not been finalized and are subject to change. The draft rules are available at:

[https://www.michigan.gov/documents/lara/6-13-](https://www.michigan.gov/documents/lara/6-13-19_Dentistry_Rules_Work_Group_minutes_with_attachments_661509_7.pdf)

[19_Dentistry_Rules_Work_Group_minutes_with_attachments_661509_7.pdf](https://www.michigan.gov/documents/lara/6-13-19_Dentistry_Rules_Work_Group_minutes_with_attachments_661509_7.pdf)

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Dentistry</u>
Duration Licensure/Registration: Original: None at this time Renewal: None at this time	Contact Information: P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	RULES HAVE NOT BEEN FINALIZED. The Board has the power to add additional requirements. The applicant must graduate from a board-approved, accredited dental therapy education program. Accreditation must meet the standards for a dental therapy education program established by the Commission on Dental Accreditation.	None specified at this time
Examination	None at this time	
Work Experience / Training	RULES HAVE NOT BEEN FINALIZED. The Board has the power to add additional requirements.	None specified at this time

	Must complete 500 hours of clinical practice under the direct supervision of a dentist.	
Continuing Education	<p>RULES HAVE NOT BEEN FINALIZED. The Board has the power to add additional requirements.</p> <p>Applicant must certify that s/he has completed a minimum of thirty-five (35) hours of Continuing Education in the two (2) years immediately preceding application for renewal. CE must include a course in cardiopulmonary resuscitation.</p>	None specified at this time
Licensure by Endorsement	None at this time	Not applicable
Additional Requirements	<p>RULES HAVE NOT BEEN FINALIZED. The Board has the power to add additional requirements</p> <p><u>Written Practice Agreement:</u> A dental therapist may practice only under the supervision of a dentist through a proper written practice agreement, signed by the dental therapist and the dentist. Dental therapists may only provide services within his or her scope of practice, which are authorized by a supervising dentist.</p>	
Fees	None at this time	
Application Packets (website links)	None at this time	

DENTIST (DDS/DMD)

PHC Article 15, Part 166, MCL 333.16601 - 333.16648

Administrative Rules 338.11101 - 338.11821

<p>Type of License/Registration/ Certification:</p> <p>License with the option for specialty certifications (oral-maxillofacial surgery, orthodontics, prosthodontics, periodontics, pediatric dentistry, endodontics, and oral pathology)</p>	<p>Regulatory Body:</p> <p>Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Dentistry</u></p>
<p><u>Duration Licensure/Registration:</u></p> <p>Original Licensure: Up to 1 year Renewal: 3 years (cycle begins 9/ 1) Limited: 1 year</p> <p>Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.</p>	<p><u>Contact Information:</u></p> <p>P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara</p>

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	Must complete an American Dental Association (ADA) accredited graduate program in dentistry and in the program for any specific specialties applied for which would contain the "Certification by Specialty Program Administrator" form.	
Examination	<p><u>DENTISTRY</u></p> <p>Applicant must pass (1) all parts of the National Board Examination, conducted by the Joint Commission on National Dental Examinations; (2) pass a dental simulated clinical written examination, conducted by the Northeast Regional Board (NERB) Examination; and (3) either pass all parts of a NERB clinical examination or a clinical examination that is substantially similar to the NERB examination.</p> <p><u>SPECIALTIES:</u></p>	Specialties must submit verification of diplomate status if the Michigan Specialties Examination is not taken or must submit verification of passing from the American Board written examination directly from the Board.

	Applicant must pass the specialties examination which includes, at minimum, a two part Clinical and Written component with the exception of the Oral Pathology Specialty (for which no exam is required) or must have American Board diplomate status in the specialty.	
Limited Licenses	<p>Limited licenses are available with restrictions. A limited license dental hygienist may only:</p> <ul style="list-style-type: none"> • Perform dental procedures while employed as a faculty member of a dental or dental auxiliary program, if procedures are performed under the general supervision of a fully licensed dentist <p>For licensing, the applicant must graduate from an accredited, board-approved dental hygienist program and submit proof of appointment to a faculty position.</p> <p>Three types of limited licenses:</p> <ol style="list-style-type: none"> 1. Educational Limited License: to a person who is enrolled in postgraduate education 2. Non-clinical Academic Limited License: to a person who functions only in a non-clinical academic, research or administrative setting and who does not hold themselves out to the public as being actively engaged in the practice of dentistry, or otherwise solicit patients 3. Clinical Academic License: to a person practicing only in a clinical academic setting and who does not hold themselves out to the public as being actively engaged in the practice of dentistry, or otherwise solicit patients 	<p>To obtain a limited license, applicant must submit:</p> <ol style="list-style-type: none"> 1. Proof of graduation (official transcript) from an ADA approved dental program or a certified copy of the diploma and transcript from an unapproved dental school (translated into English, if necessary) 2. Name, address and division/department of institution in which the applicant is being employed/enrolled 3. Name, degree and title of applicant's supervising dentist 4. Description of duties, responsibilities or courses of the applicant 5. Beginning date of employment or the beginning and anticipated ending date of the education program
Volunteer License	<p>Only available for retired dentists who were previously licensed in Michigan but no longer hold a current, active Michigan License. Only available if donating treatment and care in Michigan to indigent and needy individuals or individuals in underserved areas</p> <p>If license has been lapsed more than 3 years, must obtain at least 40 hours of Continuing Education Credits (CE) activities in 3 years</p>	<p>Application and fee for CS license (\$90.15 for one-year CS license; \$169.70 for two-year CS license; or \$249.25 for a three-year CS license) only, as there is no fee for Volunteer dentist license.</p> <p>Verification of Licensure or Registration form must be submitted to Board DIRECTLY from</p>

	<p>preceding application for Volunteer License. At least 14 of the 40 hours must be acquired in programs directly related to clinical issues. Additionally, 14 CE hours must be obtained live and in-person.</p> <p>Renewal period same as that for full licensure and requires attestation that services being provided under volunteer license are not for payment or compensation.</p> <p>Continuing Education requirements for full licensure renewal (60 CE hours in 3-year period, as noted below) apply to Volunteer License</p>	<p>each Jurisdiction's licensing Board where applicant holds or has ever held a permanent dentist license.</p> <p>Volunteer License Affidavit</p> <p>CE Documentation: If license lapsed more than 3 years, documentation showing 60 continuing education hours in Board-approved activities within last three (3) years</p>
Continuing Education	<p>In order to renew a license, the dentist must possess current certification in basic or advanced cardiac life support and have earned during the 3-year period prior to the date of renewal of the license 60 hours of continuing education (CE) in courses or programs approved by the Board of Dentistry with a minimum of 20 CE hours in programs directly related to clinical issues such as delivery care, materials used in delivery care, and pharmacology. Additionally, at least 3 CE hours in pain and symptom management. At least 20 of the CE hours must be obtained live and in-person.</p> <p>Each dentist who holds a specialty license must have a minimum of 20 hours in his or her specialty.</p> <p>The Michigan Public Health Code authorizes the Board of Dentistry to waive the continuing education requirements for a license renewal applicant if, upon written application, the Board finds the failure of the licensee to attend the required board-approved courses or programs was due to the licensee's disability, military service, absence from the continental United States, or a circumstance beyond the control of the licensee which the board considers good and sufficient.</p>	<p>Every dentist who is renewing his/her license or applying for relicensure must retain records documenting the completion of continuing education for at least 4 years from the date of application in the event of an audit</p> <p>Applicants for renewal need not submit the documentation with the application (only submit in the event of an audit)</p> <p>CE Sponsorship Form: http://www.michigan.gov/documents/mdch_dent_cesponsorap_86460_7.pdf</p>
State Licensure Verification (Other jurisdiction's licensed in)	<p>Applicant must indicate on the application whether he or she is licensed in another state by Exam or by Endorsement.</p>	<p>All applicants must arrange for completion of the Verification of Licensure or Registration form from any state where applicant</p>

	Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.	holds or has ever held a license/registration to practice as a dentist to be sent directly to the Board of Dentistry.
Additional Disclosures (Part of New Application)	<p>Must disclose (in detailed explanation):</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced three (3) or more malpractice settlements, awards, or judgments in any consecutive five (5) year period • Whether applicant ever experienced one (1) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Whether applicant ever had a federal or state health professional license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	
Other Registration Requirements	All new applicants, and applicants for relicensure whose license has lapsed for three (3) or more years, must submit fingerprints and undergo a criminal background check	
Relicensure	<p>If license has lapsed for 3 years or less, applicant may be relicensed by submitting the Relicensure Application with appropriate fee and proof of completing the required 60 CE hours (see above for specific requirements) within the 2-year period immediately preceding the application.</p> <p>If license has lapsed for more than 3 years but less than 5 years, applicant may be relicensed by satisfying the above requirements as well as either (1) passing the NERB dental simulated clinical written exam or (2) providing proof to the Board that applicant holds or held a valid and unrestricted license in another state within the 3-year period immediately preceding the application.</p> <p>If license has lapsed for more than 5 years, applicant may be relicensed by either (1) applying for a license by examination or (2) providing documentation to the Board that the applicant holds or held a valid and unrestricted license in another state within the 3-year period immediately preceding the application and that applicant has complied with the CE requirement (see above for requirements) within the 2-year period immediately preceding application.</p>	
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.11123, Beginning with 2018 Renewal and beginning in 2022 for initial registrations, dentists must complete training in identifying victims of human trafficking	

Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other Licenses / Registration Required	<p>Michigan Controlled Substance License (can be obtained at same time as Initial Licensure)</p> <p>Michigan Automated Prescription System (MAPS) Registration— http://www.michigan.gov/lara/0,4601,7-154-35299_28150_55478---,00.html</p> <p>DEA Registration (must apply to Federal DEA: http://www.dea.gov)</p>	
Fees (See <u>License Renewal Fees</u>)	<ul style="list-style-type: none"> • Initial Application Fee: <ul style="list-style-type: none"> ○ By Examination/Endorsement: \$328.75 ○ Limited (Clinical Academic/Non-Clinical Academic/Educational): \$53.00 ○ Controlled Substance Fee: \$249.25 ○ Limited Controlled Substance Fee: \$90.15 • Renewal License Fees: <ul style="list-style-type: none"> ○ Dentist: \$302.25 ○ Dentist Limited (Clinical & Non-Clinical Academic/ Educational): \$26.50 ○ Controlled Substance Renewal Application Fee: \$238.65 ○ Limited Controlled Substance Renewal: \$79.55 ○ Dentist – Special Volunteer: Free • Relicensure: <ul style="list-style-type: none"> ○ Dentist: \$348.75 ○ Limited (Clinical & Non-Clinical Academic/ Educational): \$73.00 • DDS Specialties (Each Specialty): \$47.70 	<p><u>Specialty Fees (runs concurrent with dental license):</u></p> <p>Initial (based on remaining months for dental license)</p> <ul style="list-style-type: none"> • 0-12 months: \$47.70 • 13-24 months: \$68.90 • 25-36 months: \$90.10 <p>Renewal:</p> <ul style="list-style-type: none"> • 3 years: \$63.60

	<ul style="list-style-type: none"> ○ Endodontics ○ Oral Pathology ○ Oral and Maxillofacial Surgery ○ Orthodontist ○ Periodontist ○ Pediatrics ○ Prosthodontics <p>● Dental Specialty Renewal \$67.70</p>	
Application Information & Packets (website links)	<p>Initial License/Renewal/Relicensure/Specialty: MiPLUS only: https://www.michigan.gov/lara/0,4601,7-154-89334_72600_85566---,00.html</p> <p>Reinstatement of Suspended/Revoked License : https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf</p> <p>Reclassification of Limited License: https://www.michigan.gov/documents/lara/Application_for_Reclassification_of_Limited_Licenses_643907_7.pdf</p> <p>Volunteer License: https://www.michigan.gov/documents/lara/Special_Volunteer_003_546538_7.pdf</p> <p>Controlled Substance License: https://www.michigan.gov/documents/lara/lara_pharm_cs_app_0314_450189_7.pdf</p>	
Other requirements	<p>If any applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect</p>	

EMS PERSONNEL

PHC Article 17, Part 209, MCL 333.20901 – 333.20979

Administrative Rules, R 325.22301 - 325.22363

Type of License/Registration/ Certification: Medical First Responder (MFR) License Emergency Medical Technician (EMT) License EMT-Specialist License (AEMT) Paramedic License	Regulatory Body: Michigan Department of Health & Human Services (MDHHS) <u>Emergency Medical Services & Trauma Systems Section</u>
Duration Licensure/Registration: Three (3) years	Contact Information: Michigan Department of Health & Human Services (MDHHS) Bureau of EMS, Trauma, & Preparedness (BETP) Division of EMS and Trauma P.O. Box 30207 Lansing, MI 48909-0207 Phone: (517) 241-0179 Fax: (517) 335-9434 Email: bhpinfo@michigan.gov Website: https://www.michigan.gov/mdhhs
<p>Online renewal is still available if made within 60-day grace period following expiration of license. An additional \$50 late fee is assessed for applications/renewals submitted after the expiration date.</p> <p>All changes to the license (i.e., name, address) are subject to a \$10 fee.</p>	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>Successful completion of an approved EMS program within last 2 years AND be Nationally Registered.</p> <p>State approved programs are available at: https://www.michigan.gov/documents/mdhhs/Sept 2018 List of Education Programs 634 214 7.pdf</p>	Proof of completion sent directly from program to Department
Examination	<p>MFR: Must pass the National Registry of EMT (NREMT) examination</p> <p>written examination proctored by the department or the department's designee and a practical examination approved by the department and administered by the instructors of the medical first responder course.</p>	State will verify examination results.

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<p>EMT, EMT-Specialist & Paramedic: Must pass a written examination and a practical examination proctored by the department or the department's designee.</p> <p>Effective December 1, 2011 EMT-Specialist and paramedics must register on-line for the practical examination portion only at: http://www.nremt.org/</p>	
Continuing Education	<p>MFR: minimum of 15 credits during the 3-year period of licensure, including one (1) credit in each of the following categories:</p> <ul style="list-style-type: none"> • Preparatory (1) • Airway management and ventilation (1) • Patient assessment (1) • Trauma (1) • Medical (1) • BLS for Healthcare Provider: (2) • Special Considerations: Pediatrics: <ul style="list-style-type: none"> ○ Pediatric Assessment (1) ○ Pediatric: Airway (1) ○ Pediatric: Medical (1) ○ Pediatric: Trauma (1) • Emergency Preparedness (1) • Individuals Choice (3) <p>EMT (Basic): minimum of 30 credits during the 3-year period of licensure, including credit in each of the following categories:</p> <ul style="list-style-type: none"> • Preparatory (2) • Airway management and ventilation (2) • Patient assessment (2) • Trauma (2) • Medical (2) • BLS for Healthcare Provider: (2) • Special Considerations: Pediatrics: <ul style="list-style-type: none"> ○ Pediatric Assessment (1) ○ Pediatric: Airway (1) ○ Pediatric: Medical (1) ○ Pediatric: Trauma (1) • Operations (1) • Emergency Preparedness (1) • Individuals Choice (12) 	<p>Effective for those EMS providers with a license expiration date of January 31, 2018 and later, practical continuing education credits will no longer be required. The only exception to this will be Special Considerations: Pediatric Medication Administration for Specialist/AEMT and Paramedic</p> <p>An updated <u>CE Record Form</u> and Standardized CE Credit Guide is posted to the Michigan.gov/ems</p> <p><u>List of Initial and CE Education Program Sponsors</u> (Revised: 10/2018)</p>

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<p>EMT-Specialist/AEMT: minimum of 36 credits during the 3-year period of licensure, including credit in each of the following categories:</p> <ul style="list-style-type: none"> • Preparatory (2) • Airway management and ventilation (2) • Patient assessment (2) • Trauma (2) • Medical (2) • BLS for Healthcare Provider: (2) • Special Considerations: Pediatrics: <ul style="list-style-type: none"> ○ Pediatrics Medication Administration (1 PRACTICAL) ○ Pediatric Assessment (1) ○ Pediatric: Airway (1) ○ Pediatric: Medical (1) ○ Pediatric: Trauma (1) • Operations (1) • Emergency Preparedness (1) • Individuals Choice (17) <p>Paramedic: minimum of 45 credits during the 3-year period of licensure, including 2 credits in each of the following categories:</p> <ul style="list-style-type: none"> • Preparatory (2) • Airway management and ventilation (2) • Patient assessment (2) • Trauma (2) • Medical (2) • BLS for Healthcare Provider: (2) • Special Considerations: Pediatrics: <ul style="list-style-type: none"> ○ Pediatrics Medication Administration (1 PRACTICAL) ○ Pediatric Assessment (1) ○ Pediatric: Airway (1) ○ Pediatric: Medical (1) ○ Pediatric: Trauma (1) • Operations (1) • Emergency Preparedness (1) Individuals Choice (26) 	
Licensure by Endorsement/Reciprocity (for same level in MI)	All applications for EMS licensure, renewal, and relicensure must be completed on the Michigan EMS eLicensing Portal at: https://www.mi-emsis.org/licensure/ .	<u>EMS-250</u> : Verification of Out-of-State licensure form (completed by state licensing authority and

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<p>Completion of application, payment of applicable fee and verification of the following:</p> <p>(a) The applicant meets the requirements of this part and rules promulgated by the department for licensure,</p> <p>(b) There are no pending disciplinary proceedings against the applicant before a similar licensing agency of this or any other state or country,</p> <p>(c) Prior sanctions imposed by the other jurisdiction, if any, are no longer in force at the time of the application, and</p> <p>(d) The other state's licensure standards are equivalent to or more stringent than Michigan.</p>	submit with Reciprocity Application.
Licensure by National Registry Status only	Available for an individual who has active NREMT status but is not licensed in any other jurisdiction and Education does not meet MI requirements.	<u>EMS-254</u> : verification of scores and/or status sent directly from NREMT to Department
Additional Disclosures (Part of New Application)	<p>Licensure by any other state (current or expired)</p> <p>Criminal History</p> <p>Michigan EMT licensure</p>	<p>Completed criminal conviction history form <u>EMS-252</u> if ever convicted of misdemeanor or felony (other than traffic violations)</p> <p>Detailed explanation must accompany application if there is or has been any disciplinary action taken against the individual's federal or state professional license or a denial of the same</p> <p>Copy of previous or current EMT license if applying for EMT-Specialist or paramedic licensure</p>
Other training (i.e., First Aid, AIDS/HIV, etc.)	<ul style="list-style-type: none"> • CPR in basic life support standards for a professional provider, as set forth by the American Heart Association and published in "Guidelines 2000 for Cardiopulmonary 	<p>Copy of current CPR card</p> <p>One-time Human trafficking training is subject only to self-verification</p>

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<p>Resuscitation and Emergency Cardiovascular Care"</p> <ul style="list-style-type: none"> • Pursuant to MCL 333.16148 , beginning with 2018 Renewal and beginning in 2021 for initial registrations, licensees must complete training in identifying victims of human trafficking 	
Fees	<ul style="list-style-type: none"> • MFR: No fee for initial or renewal / \$50 for relicensure • EMT: \$40 / \$25 (initial / renewal) / \$75 (Relicensure) • EMT-Specialist/AEMT: \$60 / \$25 (initial / renewal) / \$75 (Relicensure) • Paramedic: \$80 / \$25 (initial / renewal) / \$75 (Relicensure) • VOLUNTEER—NO FEES AS VOLUNTEER • Emergency medical services instructor-coordinator - \$100.00 / \$25 (Initial/renewal) / \$75 (Relicensure) • Member of Armed Forces (honorable discharge)—No initial fee (must provide proof of same via: Form DD214, DD215 or similar proof) <p>**Additional fees for practical examination are imposed (between \$175 & \$200)</p>	
Application Packets (website links)	<p>All applications for licensure must be submitted online through the EMS eLicensing Web Portal: https://www.mi-emsis.org/licensure/</p>	
Temporary Licensure	<p>An individual who has applied for licensure (MFR, EMT, EMT-Specialist or paramedic), paid the applicable fee and successfully completed all of the requirements for licensure except for the department prescribed examinations may be issued a non-renewable temporary license that valid for 120 days from the date of an accepted application.</p> <p>An individual holding a temporary license as an emergency medical technician may only practice under the direct supervision of an emergency medical technician, emergency medical technician specialist, or paramedic who holds a license other than a temporary license.</p> <p>An individual holding a temporary license as a paramedic shall practice only under the direct supervision of a paramedic who holds a license other than a temporary license.</p>	

Genetic Counselor

PHC Part 171, MCL §§ 333.17001 - 17097

Administrative Rules, R 338.2451 – 338.2481 (Not yet in effect)*

*Pursuant to MCL 333.17091, the Board shall promulgate rules regarding the requirement for licensure. Pursuant to MCL 333.17093, beginning March 28, 2020, an individual shall not engage in the practice of genetic counseling without first obtaining a license as a genetic counselor under the code. A draft of the Administrative Rules for Genetic Counselors has been developed by the Board of Medicine and approved by the Michigan Office of Administrative Hearings and Rules, however, it should be noted these rules are not final and subject to change. The draft rules are available at: https://dtmb.state.mi.us/ORRDocs/ORR/1978_2019-082LR_orr-draft.pdf.

Type of License/Registration/ Certification: License (Full and Temporary)	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Medicine</u>
<u>Duration Licensure/Registration:</u> Three (3) years Temporary licenses may not be renewed more than 5 years.	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>At the time of this publication, the draft Administrative Rules do not specify educational requirements for licensure, however, one would expect a final version to provide such requirements. Therefore, one may wish to periodically check with LARA for updates.</p> <p>Note, however, that an applicant is required to maintain certification by either the American Board of Genetic Counseling, Inc. (ABGC) or the American Board of Medical Genetics and Genomics (ABMGG) is required.</p>	Not applicable

	Each of these organizations have established educational requirements for certification eligibility. Applicants not holding current certification from the ABGC or ABMGG should review the education requirements for both organizations to determine necessary standards.	
Examination	<p>At the time of this publication, the draft Administrative Rules do not specify examination requirements for licensure, however, one would expect a final version to provide such requirements. Therefore, one may wish to periodically check with LARA for updates.</p> <p>Note, however, that an applicant is required to maintain certification by either the ABGC or ABMGG.</p> <p>Each of these organizations have established examination requirements for certification. Applicants not holding current certification from the ABGC or ABMGG should review the examination requirements for both organizations to determine necessary standards</p> <p>Further, note that any applicant for an initial licensure that completed an educational program in a language other than English is required to take and pass the Test of English as a Foreign Language Internet-Based Test (TOEFL-IBT) administered by the Educational Testing Service (ETS). Applicant must obtain a score of at least 80 on the test and the following section scores:</p> <ul style="list-style-type: none"> • Not less than 15 on the reading section; • Not less than 18 on the listening section; • Not less than 22 on the speaking section; • Not less than 17 on the writing section. 	If applicant completed the TOEFL-IBT examination, submit proof from the ETS, that applicant obtained a score of at least 80 and the requisite section scores.
Work Experience / Training	None at this time	Not applicable
Certification	Applicant must maintain current certification, in good standing, with the either the American Board of Genetic Counseling, Inc. (ABGC) or the American Board of Medical Genetics and Genomics (ABMGG).	Applicant must provide proof directly to the department of current certification in good standing with the ABGC or ABMGG.
Licensure by Endorsement	None at this time	Not applicable
Renewal	Applicants renewing a genetic counselor license must submit a completed application, pay the	A Verification of Licensure or Registration form must be

	<p>requisite application fee to the Department, and provide proof of current certification in good standing with the ABGC or the ABMGG.</p> <p>Applicants renewing a temporary licensed genetic counselor license must satisfy the above requirements except the applicant must provide proof active candidate status with the ABGC or the ABMGG rather than certification. Applicant must also provide proof that s/he will be supervised by a qualified supervisor in the state.</p> <p>Note that temporary genetic counselor licenses may be renewed for no more than 5 years.</p>	<p>submitted to Board DIRECTLY from all other state licensing Boards where applicant holds or has ever held a CPM license.</p> <p>An applicant may demonstrate compliance with continuing education requirements by submitting a self-certification statement including the title of the article, author, publication name, date, volume, and issue of publication, as applicable, for evidence of reading an article from a peer review, health care or professional/scientific journal</p>
Relicensure	<p>An applicant whose license has lapsed for less than 3 years prior to the date of application for relicensure must:</p> <ul style="list-style-type: none"> • Submit a completed application form; • Pay the requisite application fee; • Provide proof that applicant holds current certification in good standing with the ABGC or ABMGG (or holds active candidate status with the ABGC or ABMGG if applying for relicensure as a temporary licensed genetic counselor); and • Establish his or her good moral. <p>Note that if the applicant is applying as a temporary licensed genetic counselor, s/he must also provide proof that s/he will be supervised by a qualified supervisor in the state.</p> <p>An applicant whose license has lapsed for 3 years or more must satisfy the above requirements and submit to fingerprinting and a background check.</p>	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from all other state licensing Boards where applicant holds or has ever held a CPM license.</p> <p>An applicant may demonstrate compliance with continuing education requirements by submitting a self-certification statement including the title of the article, author, publication name, date, volume, and issue of publication, as applicable, for evidence of reading an article from a peer review, health care or professional/scientific journal</p>
Continuing Education	<p>An applicant must complete at least 75 hours of continuing education in the 3-year period prior to applying for renewal of a license.</p> <p>Applicant must complete at least 1 CE hour in both medical ethics and pain and symptom management.</p>	<p>Submission of the application for renewal constitutes the applicant's certification of compliance with continuing education requirements.</p> <p>Licensee shall retain documentation of meeting continuing education</p>

	At least 45 CE hours must be earned by attending or participating in a CE program that is live in-person, interactive or monitored teleconference, audio-conference, web-based programs, and/or journal articles with a self-study component. No more than 75 CE hours may be earned for this type of activity in each renewal period.	requirements for a minimum of four (4) years from the date of applying for renewal/relicensure.
Other training (i.e., First Aid, AIDS/HIV, etc.)	<p>Pursuant to MCL 333.16148 and R 338.2457, an individual seeking licensure must complete training in identifying victims of human trafficking.</p> <p>This rule applies to licensees seeking renewal during the initial renewal cycle following promulgation of the rule and to applicants for initial licensure issued 5 or more years after promulgation of the rule.</p>	<p>The Department may audit a sample of individuals. If a licensee is selected for audit, s/he shall provide either of the following:</p> <ul style="list-style-type: none"> • proof of completion of training (e.g., certificate of completion) with the names of the provider, training program and individual completing the training; or • a self-certification statement by the individual
Fees	<p>Application processing fee: \$230.00 License fee, per year: \$54.00 Temporary license fee, per year: \$50.00</p> <p>Note that the application processing fee is subject to change once LARA determines its upfront costs have been recouped. At this point, the application processing fee will be reduced to \$75.</p>	
Application Packets (website links)	None at this time	

LICENSED MIDWIFE (LM)

PHC Part 171, MCL §§ 333.17101 - 17123

Administrative Rule §§ 338.17101 - 17151

<p>Type of License/Registration/ Certification:</p> <p>License (Full and Temporary)</p>	<p>Regulatory Body:</p> <p>Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA)</p> <p><u>Michigan Board of Midwifery</u></p>
<p><u>Duration Licensure/Registration:</u></p> <p>Original: 1 or 2 years Renewal: 2 years</p>	<p><u>Contact Information:</u></p> <p>P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara</p>
<p>Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must be paid at the time of renewal within the 60-day grace period.</p>	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>The applicant must either:</p> <ul style="list-style-type: none"> Complete an educational program or pathway accredited by the Midwifery Education Accreditation Council (MEAC); or if prior to January 1, 2020, hold a current CPM credential from National American Registry of Midwives (NARM), or an equivalent Board-approved agency. (note that the credentialing program must be accredited by the National Commission for Certifying Agencies) <p>If applicant completed an education program or pathway by a non MEAC-accredited program, he or she may petition the Board to evaluate the organization's equivalence to applicable standards.</p>	<p>Verification from a Board-approved educational program must be submitted directly to the Board from the institution attended.</p> <p>Verification of active NARM credential (or its equivalent) must be submitted directly to the Board from NARM or its successor (or an equivalent credentialing program).</p>

Examination	<p>Applicant must pass the examination developed and scored by NARM. The passing score for the examination is established by NARM.</p> <p>Applicant may petition Board to evaluate whether another examination meets licensure requirements.</p> <p>If applicant attended a nonaccredited program, or a program outside of the United States, s/he must demonstrate a working knowledge of the English language by either:</p> <ul style="list-style-type: none"> obtaining a total score of not less than 80 on the Test of English as a Foreign Language Internet-Based Test (TOEFL-iBT); or submitting proof s/he completed a midwifery educational program conducted in English 	<p>Verification from NARM (or another Board-approved examination agency) that applicant successfully passed the board-approved examination for midwifery.</p> <p>If applicant completed the TOEFL-iBT examination, submit proof from the Educational Testing Service (ETS), that applicant obtained a score of at least 80.</p>
Work Experience / Training	Must obtain and maintain Certified Personal Midwife (CPM) credential from NARM.	Verification must be sent to the Board of applicant's current CPM credential from NARM.
Continuing Education	<p>At least 30 contact hours of continuing education, with at least one (1) hour in pain and symptom management, two (2) hours in cultural awareness, and one (1) hour in pharmacology applicable to the practice of midwifery.</p> <p>Courses or programs must be approved by the Board and completed during the 2-year period prior to renewal/relicensure.</p>	<p>Submission of the application for renewal constitutes the applicant's certification of compliance with continuing education requirements.</p> <p>Licensee shall retain documentation of meeting continuing education requirements for a minimum of four (4) years from the date of applying for renewal/relicensure.</p>
Licensure by Endorsement	<p>A license by endorsement may be issued.</p> <p>In addition to submitting the application and required fee, the applicant must:</p> <ul style="list-style-type: none"> hold a license as a midwife in another state; have completed an MEAC-approved (or its equivalent) educational program; pass the NARM exam (or its equivalent); meet the English language requirement; and 	<p>Verification of license held in another state by the state's Board, including verification that there are no disciplinary proceedings or sanctions pending against the applicant.</p> <p>Verification of applicant's current CPM credential from NARM or another Board-approved midwifery credentialing program. Verification from NARM (or another Board-approved program)</p>

	<ul style="list-style-type: none"> • have no disciplinary proceedings pending, or sanctions imposed, against them. <p>If applicant is licensed in a state that does not require completion of an MEAC-approved educational program: the Department may issue a license to an individual who meets all other licensure requirements and holds a midwifery bridge certificate awarded by NARM, or an equivalent credential from another board-approved midwifery credentialing program and is accredited by the National Commission for Certifying Agencies or another board-approved credentialing agency.</p>	<p>of passing its Midwife examination.</p> <p>If licensed by holding a midwifery bridge certificate: Documentation that the applicant holds a midwifery bridge certificate from NARM, or its equivalent.</p>
Fees	<p>Midwife / Temporary Midwife - \$650.00 (temporary is only good for 2 years and is nonrenewable) Midwife Renewal (2 years) - \$ 400.00</p>	
Renewal	<p>Licensee must renew their license every two (2) years. Licensee must submit the appropriate renewal form, meet licensure requirements, hold current CPM credentials from NARM, and meet continuing education requirements.</p> <p>The temporary license expires 2 years after issuance and is nonrenewable.</p>	<p>Submission of the renewal application constitutes certification that the applicant has met the continuing education requirements and holds a CPM from NARM.</p> <p>The Board may request documentation to confirm. The applicant should maintain documentation demonstrating compliance with the rules for a period of 4 years from the date of applying for renewal.</p>
Relicensure	<p>If lapsed <u>less</u> than three (3) years, applicant must: establish applicant is of good moral character; submit proof of completing 30 hours of continuing education (at least 1 hour in pain and symptom management, 2 hours in cultural awareness, and 1 hour of pharmacology); provide proof of licensure from all other states; provide proof of active CPM credentials from NARM; and submit application with required fee.</p> <p>If lapsed more than 3 years but less than 7 years, applicant must complete all above</p>	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from all other state licensing Boards where applicant holds or has ever held a CPM license.</p> <p>An applicant may demonstrate compliance with continuing education requirements by submitting a self-certification statement including the title of the article, author, publication name, date, volume, and issue of</p>

	<p>requirements and submit fingerprints and undergo a criminal background check.</p> <p>If lapsed more than 7 years, applicant must complete all above requirements and retake and pass a Board-approved examination within the 3-year period preceding the relicensure application.</p>	<p>publication, as applicable, for evidence of reading an article from a peer review, health care or professional/scientific journal.</p> <p>Verification of passing a Board-approved examination from NARM submitted DIRECTLY to Board</p>
Temporary License	<p>An applicant holding a current CPM credential from a midwifery education program other than MEAC may be granted a nonrenewable temporary license if they meet the following:</p> <ul style="list-style-type: none"> • are at least 18 years old; • establish good moral character; • meet applicable educational requirements; • meet English language requirements; • submit application with appropriate fees. • have no disciplinary proceedings pending, or sanctions imposed, against applicant. <p>An individual holding a temporary license must obtain a midwifery bridge certificate from NARM (or a Board-approved equivalent credential) at the time the temporary license expires to qualify for a midwife license.</p>	<p>Verification of any licensure or registration from all other states must be submitted directly to the Department.</p> <p>Verification of educational experience from educational program must be submitted directly to the Department.</p> <p>If applicant attended a nonaccredited program or a program outside the United States, applicant must submit verification of meeting the English language by either:</p> <ul style="list-style-type: none"> • obtaining a total score of not less than 80 on the foreign language internet-based test (TOEFL-iBT) administered by the educational testing service (ETS); or <p>submit proof their educational program was conducted in English.</p>
Additional Disclosures (Part of New Application)	<ul style="list-style-type: none"> • Must undergo a criminal background check. • Must be of good moral character. 	<p>Once online application is submitted applicant receives a letter with instructions to complete the background check.</p>
Other training (i.e., First Aid, AIDS/HIV, etc.)	<p>Pursuant to MCL 333.16148 and R 338.17111, beginning with 2021 Renewal and beginning in 2024 for initial registrations, licensees must complete training in identifying victims of human trafficking</p>	<p>The Department may audit a sample of individuals. If a licensee is selected for audit, s/he shall provide the following:</p> <ul style="list-style-type: none"> • proof of completion of training (e.g., certificate of completion) with the names of the provider, training program and

		individual completing the training; and <ul style="list-style-type: none"> • a self-certification statement by the individual
Application Packets (website links)	Initial License/Renewal/Relicensure/Specialty: <i>Online only:</i> https://www.michigan.gov/lara/0,4601,7-154-89334_72600_85566---,00.html	

LICENSED PRACTICAL NURSE (LPN)

PHC Part 172, MCL §§ 333.17201 – 333.17242

Administrative Rules 338.10101 – 338.10705

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) Michigan Board of Nursing
Duration Licensure/Registration (LPN and RN): Original Licensure: Up to 1 Year Renewal: 2 Years (Cycle begins 4/1)	Contact Information: P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>US Educated (includes in-state): Graduation from an <u>NCSBN</u> approved or <u>In-state</u> registered nurse education program (out-of-state education must be “substantially equivalent” to in-state education).</p> <p>Foreign Educated: Graduation from a practical nurse education program of at least 30 weeks in duration with courses in both clinical practice and theory that meet the requisite “core curriculum” in the following areas of nursing: (i) adult health, (ii) maternal and reproductive, (iii) children; and (iv) surgical.</p> <p>If non-accredited/non-board approved program, applicant must obtain certification from the Commission on Graduates of Foreign Nursing Schools (CGFNS) or its successor agency.</p> <p>If the educational program was not taught in English, the applicant must take the Test of</p>	<p>In-state graduates must have the school submit a <u>Michigan Nursing School Certification</u> form directly to the Michigan Board of Nursing.</p> <p>Out of State and Canadian graduates must have the school submit final transcripts to the Michigan Board of Nursing.</p> <p>Foreign graduates (other than Canadian): Applicant must have CGFNS submit directly to Board either verification of Certification or a completed Course-by-Course Report completed by the Credentials Evaluation Service (CES) of CGFNS, along with a CGFNS Language Report on English Proficiency (if applicable, <i>i.e.</i>, for programs not taught in English.</p>

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<p>English as a Foreign Language Internet-Based Test (TOEFL IBT) administered by the Educational Testing Service and obtain a score of not less than 83.</p> <p>Canadian graduates: Graduate of a Canadian registered nurse program that is approved by a province in Canada and (i) the program was taught in English, (ii) the applicant has a current active Canadian nursing license and (iii) the applicant has not been sanctioned by the Canadian nursing authority.</p>	
Examination	<p>Applicants must obtain an Authorization to Test from Pearson Professional Testing (PPT). Online registration available at: https://portal.ncsbn.org/. NCLEX-PN Exam must be taken within 90 days of obtaining the PPT Authorization to Test.</p> <p>NCLEX-PN must be taken within 2 years of graduation. Applicants must pass the NCLEX-PN within 12 months of his or her first attempt at the test in Michigan or any other state. If the NCLEX-PN is not passed within the 12-month period, the applicant must complete a NCLEX-PN review course. After completion of the refresher or review course, the applicant may take the examination 3 more times. An applicant has a maximum of 6 attempts to pass the NCLEX-PN within two (2) years of his/her first attempt.</p>	Passing NCLEX scores electronically sent to Michigan Board directly from <u>NCsbn</u> . Issuance of license is proof the applicant has passed the NCLEX-PN test.
Work Experience/Training	None.	
Continuing Education for Renewal and/or Relicensure	At least 25 contact hours of continuing education, with at least two (2) hours in pain and symptom management, in courses or programs <u>approved</u> by the Board during 2-year period prior to renewal/relicensure.	Records documenting the completion of continuing education should be retained for a period of 4 years after the renewal of the license.
State Licensure Verification (Other jurisdiction's licensed in)	Must disclose all other licensure/registrations held in Michigan or any other state (currently or in the past).	Verification of Licensure or Registration form must be sent directly to Michigan Board from all licensing bodies
Additional Disclosures (Part of New Application)	<ul style="list-style-type: none"> • Must be at least 18 years of age. • Must be of good moral character. • Must have a working knowledge of the English language (LEP). 	Effective October 1, 2008, all applicants for a health profession license or registration in Michigan are required to submit fingerprints

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<ul style="list-style-type: none"> • Must certify: <ul style="list-style-type: none"> ○ physical and mental health status ○ lack of impairment due to chemical dependency/substance abuse ○ history of loss of license, certification or registration ○ felony / misdemeanor convictions ○ loss or limitations of privileges ○ disciplinary actions ○ professional liability claims history ○ Prior attempts at PN Exam in Michigan and any other jurisdiction 	and undergo a criminal background check.
Licensure by Endorsement	<p>Yes. In addition to Application and requisite Fee. Applicants must disclose the following:</p> <ul style="list-style-type: none"> • Other jurisdictions an LPN is or has ever been held; • If Foreign nurse graduates, Credentials Form and transcripts from nursing school in English, if education was in foreign language. Program must have been not less than 60 weeks in duration and included courses in both theory and clinical practice for registered nurses; • If foreign graduate, review and certification of nursing education by a credentialing agency that is accredited by the NACES or through the CES/ CGFNS; and • Criminal background check. 	<p>In addition to Application and requisite Fee:</p> <p>Verification of Licensure or Registration form must be sent directly to Michigan Board from licensing body</p> <p>Foreign nurse graduates must have the school submit a Credentials Form and transcripts directly to the Michigan Board of Nursing. All credentials must be in English or accompanied by an official English translation.</p> <p>Foreign nurse graduates may also have their nursing education reviewed and certified by a credentialing agency that is accredited by the NACES or through the CES/ CGFNS.</p>
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p>	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other Licensure/Registration Required (i.e., DEA, State Pharma, etc.)	None.	
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.10105, beginning with 2018 Renewal and beginning in 2022 for initial registrations, licensees must complete training in identifying victims of human trafficking	
Fees (See <u>License Renewal Fees</u>)	<ul style="list-style-type: none"> • License by Examination: \$54 • License by Endorsement: \$54 • Renewal Fees: \$126.00 	
Application Packets (website links)	Licensure (must be done online): http://www.michigan.gov/miplus Special Volunteer License: https://www.michigan.gov/documents/lara/Special_Volunteer_003_546538_7.pdf	
Limited Licensure	None.	
Other requirements	If any applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect.	

MARRIAGE AND FAMILY THERAPY (LMFT)

PHC Part 164, MCL §§ 333.16901 – 333.16915

Administrative Rules 338.7201 - 338.7217

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Marriage and Family Therapy</u>
Duration Licensure/Registration: Original Licensure: 1 year or less Renewal: 2 Years (Cycle begins 2/1)	Contact Information: P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>Must have graduated from a training program accredited under R 338.7211(1) or from a college or university accredited under 338.7211(2).</p> <p>Completion of Graduate-level courses at accredited college/university: (i) 3 courses in family studies that total at least 6 semester or 9 quarter hours (ii) 3 courses in family therapy methodology that total at least 6 semester or 9 quarter hours; (iii) 3 courses in human development, personality theory or psychopathology that total at least 6 semester or 9 quarter hours; (iv) at least 2 semester or 3 quarter hours in ethics, law and standards of professional practice; and (v) at least 2 semester or 3 quarter hours in research.</p>	Evidence of either master's or higher graduate degree from accredited training program; master's or higher graduate degree from accredited college or university and has completed the required graduate level courses.
Examination	Applicant must pass the National Examination for Marriage and Family Therapy administered by the Association of Marital and Family Therapy Regulatory Boards (AMFTRB). The passing score for the examination is established by the AMFTRB.	Applicant must submit a completed application on forms provided by the department, together with requisite fee, on or before examination filing dates published by the department

<p>Work Experience/Training</p>	<p>(1) Clinical marriage and family therapy experience must be obtained either in a clinical practicum during graduate education or in a postgraduate marriage and family institute training program, be obtained over not less than 8 consecutive months, be verified by a supervisor who has a master's or higher graduate degree from an accredited college or university and meeting additional requirements, include not less than 300 direct client contact hours in supervised clinical marriage and family therapy experience (at least ½ of which were completed in setting in which families, couples or subsystems of families were physically present in therapy room), and be supervised in a ratio of at least 1 hour of supervision for each 5 hours of direct client contact for total of not less than 60 hours of supervision concurrent with the 300 hours of supervised direct client contact.</p> <p>(2) Completion of a minimum of 1,000 direct client contact hours in supervised marriage and family therapy experience, at least ½ of which was completed with families, couples or subsystems of families physically present and is verified by supervising licensed marriage and family therapist, is obtained following the completion of a required degree or in obtained as part of a doctoral program in marriage and family therapy from accredited college or university, is supervised in ratio of at least 1 hour of supervision for each 5 hours of experience, for total of not less than 200 hours of supervision concurrent with the 1,000 hours of supervised experience.</p> <p>(3) If the applicant receives a doctoral degree from an accredited doctoral training program in marriage and family</p>	<p>Evidence of completion of supervised clinical marriage and family therapy experience.</p> <p>Provide satisfactory evidence to the board of having completed a minimum of 1,000 direct client contact hours.</p> <p>Provide satisfactory evidence to the board of having obtained a doctoral degree from an accredited, board-approved doctoral program in marriage and family therapy.</p>
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	therapy, the clinical training and client contact hours may be waived.	
Continuing Education	No requirement of continuing education for renewal. Practitioner is responsible for maintaining competence in the profession.	
State Licensure Verification (Other jurisdiction's licensed in)	Applicant on application must indicate whether he or she is licensed in another state by Exam or by Endorsement. If there have been sanctions and/or disciplinary proceedings against the applicant's license in other states, the applicant must provide documentation that they are not in force and no longer pending at the time of application.	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from all other state licensing Boards where applicant holds or has ever held a Marriage and Family Therapy license.</p> <p>Verification includes, but is not limited to, showing proof of any disciplinary action taken or pending against the applicant.</p>
Additional Disclosures (Part of New Application)	<ul style="list-style-type: none"> • Criminal Background Check/Fingerprint Request required with application • Disclosure of <ul style="list-style-type: none"> ○ felony/ misdemeanor convictions ○ substance abuse ○ malpractice ○ revocation or suspension of any federal or state health professional license ○ any censure ○ request to withdraw from health care facility staff, ○ modification of health care facility privileges. 	
Licensure by Endorsement	<p>If Applicant was licensed in another state before December 31, 1999 and has been engaged in practice of marriage and family therapy for not less than 5 years before the date of filing for application for Michigan licensure, it will be presumed that the requirements for licensure by endorsement are met.</p> <p>If such conditions are not met, then the applicant, in addition to meeting requirements under the Code, must have been licensed in another state, and have passed the AMFTRB National Examination for Marriage and Family Therapy.</p>	<p>Applicant must submit completed application on form provided by department along with fee.</p> <p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from all other state licensing Boards where applicant holds or has ever held a Marriage and Family Therapy license.</p> <p>Verification includes, but is not limited to, showing proof of any</p>

		disciplinary action taken or pending against the applicant.
Temporary License for Military Spouse [MCL 333.1618(5)]	6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following: (a) that he or she is married to a member of the armed forces of the United States who is on active duty. (b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country. (c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders. (d) that a criminal history check has been conducted.	
Other Licensure/Registration Required (i.e., DEA, State Pharma, etc.)	None.	
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.7202, Beginning with 2017 Renewal and beginning in 2021 for initial registrations, licensees must complete training in identifying victims of human trafficking	
Relicensure	Applicant whose license has been lapsed for more than 3 years may be relicensed upon submitting a Relicensure Application with the appropriate fees and either (i) documentation showing application holds an unrestricted license in another state or (ii) documentation that the applicant has achieved a passed score on the approved examination.	A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from all other state licensing Boards where applicant holds or has ever held a Marriage and Family Therapy license. Verification includes, but is not limited to, showing proof of any disciplinary action taken or pending against the applicant.
Fees (See <u>License Renewal Fees</u>)	<ul style="list-style-type: none"> • Initial License: \$90.10 • Relicensure: \$110.10 • Renewal Fee: \$116.60 	
Application Packets (website links)	Initial Application/Relicensure: https://www.michigan.gov/documents/lara/MFT_Application_11-9-16_543592_7.pdf	

	Special Volunteer License: https://www.michigan.gov/documents/lara/Special_Volunteer_003_546538_7.pdf	
Limited License	<p>If seeking to obtain an educational limited license, an applicant shall submit a completed application on a form provided by the department, together with the requisite fee. In addition to meeting requirements under the code and administrative rules, an applicant applying for a limited license must document graduation from an accredited training program or from an accredited college or university and completion of supervised clinical marriage and family therapy experience in conjunction with the applicant's graduate education or in a postgraduate accredited marriage and family institute training program.</p> <p>The board shall not renew a limited license for more than 6 years.</p>	<p>Completed Application and applicable fee.</p> <p>An official transcript of applicant's master's or Doctoral Degree must be sent to the Board directly from the educational institution.</p> <p>The Certification of Education for a Marriage and Family Therapy Registration form submitted directly to the Board by the educational institution</p> <p>The Supervisor's Evaluation of Applicant's 300 Hour Practicum of Direct Client Contact form sent by the applicant's supervisor directly to the Board.</p>

MASSAGE THERAPIST (LMT/MMT/CMT)

PHC Article 15, Part 179A, MCL §§ 333.17951 – 333.17969

Administrative Rules 338.701 – 338.729

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Massage Therapy</u>
<u>Duration Licensure/Registration:</u> Original Licensure: 3 Years Renewal: 3 Year (Cycle begins 10/ 31) Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>For students enrolled prior to August 1, 2017, a supervised curriculum must be completed consisting of 500 hours of coursework and the following:</p> <ul style="list-style-type: none"> • 40 hours performing massage therapy services in a student clinic; • 200 hours of massage and bodywork assessment, theory, and application instruction; • 125 hours of instruction on the body systems, including anatomy, physiology, and kinesiology; • 40 hours of pathology; • 10 hours of business, professional practice, or ethics (with a minimum of 6 hours in ethics); and • 85 hours of instruction in an area or related field, determined by the school. <p>Student that enroll after January 10, 2020, must complete a minimum of 625 hours of coursework including the following:</p> <ul style="list-style-type: none"> • 75 hours performing massage therapy services in a student clinic; 	Official transcripts must be submitted directly to the Board from the education institution confirming the completion of the massage education program.

	<ul style="list-style-type: none"> • 200 hours of massage and body work assessment, theory, and application instruction; • 175 hours of instructions on the body systems that include anatomy, physiology, and kinesiology; • 40 hours of pathology; • 25 hours of business, professional practice, or ethics (with a minimum of 10 hours in ethics); and • 160 hours of instruction in an area or related field, determined by the school. 	
Examination	<p>Examination will be issued to measure entry level competence. An Applicant must pass either:</p> <ul style="list-style-type: none"> • The massage and bodywork licensure examination (MBLEX) offered by the Federation of State Massage Therapy Boards (FSMTB); or • If taken prior to November 1, 2014, the National Certification Examination for Therapeutic Massage and Bodywork (NCETMB) offered by the National Certification Board of Therapeutic Massage and Bodywork (NCBTMB) <p>The passing scores are those scores recommended by the FSMTB and NCBTMB for each respective exam.</p>	Certification of your examination scores must be submitted directly to the Board from the FMSTB (or the NCBTMB, if tested before November 1, 2014).
Work Experience/Training	None	
Continuing Education	Applicants must complete 18 hours of CE in the three years prior to a renewal. The CE must consist of 1 hour in pain and symptom management and 2 hours in professional ethics or boundaries.	Submission of the renewal application and fee is considered a statement that the CE requirement has been met. The licensee shall retain documentation of meeting the requirements for a minimum of 4 years.
Additional Disclosures with application	<p>Applicant must disclose whether they have ever been convicted of a felony.</p> <p>Applicant must also disclose whether they have been convicted of a misdemeanor punishable by imprisonment for a maximum of 2 years or a misdemeanor involving illegal delivery, possession, or use of alcohol or a controlled substance.</p>	
Licensure by Endorsement	All applicants must arrange for verification of any license ever held in another state. Verification includes, but is not limited to, record of any	A Verification of Licensure or Registration form must be submitted to Board DIRECTLY

	<p>disciplinary action taken or pending against the applicant.</p> <p>Applicants who have been registered or licensed in another state for 5 years or more before the date of filing an application for Michigan licensure and passed an exam meeting the requirements of the Michigan Board of Massage Therapy will be presumed to meet the requirements of licensure.</p> <p>Applicants who have been registered or licensed in another state for less than 5 years must satisfy the education and examination requirements of the Board.</p>	from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent license.
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Relicensure	<p>If license has been suspended for less than 3 years, Applicant must:</p> <ul style="list-style-type: none"> • Establish good moral character; • Satisfy the Continuing Education (CE) requirements listed below in the 3 years preceding the application; and • Verify all licenses held in another state or territory. 	A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent license.

	<p>If license has been suspended for 3 years or more: Applicant must:</p> <ul style="list-style-type: none"> • Establish good moral character; • Complete a criminal background check; • And satisfy one of the following: <ul style="list-style-type: none"> ○ Pass an applicable examination by the FSMTB or NCETMB; or ○ Verify a license was held or is currently held as a massage therapist in another state within the 3 year period immediately preceding the application. 	<p>Submission of the renewal application and fee is considered a statement that the CE requirement has been met. The licensee shall retain documentation of meeting the requirements for a minimum of 4 years.</p> <p>Certification of your examination scores must be submitted directly to the Board from the FMSTB (or the NCBTMB, if tested before November 1, 2014).</p>
Other Licensure/Registration Required (i.e., DEA, State Pharma, etc.)	None	
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.732, Beginning with 2018 Renewal and beginning in 2021 for initial registrations, applicants must complete training in identifying victims of human trafficking	
Fees (See <u>License Renewal Fees</u>)	<ul style="list-style-type: none"> • Initial License: \$100.75 • Relicensure: \$120.75 Renewal Fee: \$238.65	
Application Packets (website links)	Initial License/Relicensure: https://www.michigan.gov/documents/lara/Massage_Therapy_Endorsement_455391_7.pdf Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_60306_4_7.pdf Renewal (online only): https://www.michigan.gov/elicense	

MEDICINE (MD)

PHC Article 15, Part 170, MCL 333.17001 - 17084

Administrative Rules 338.2301 – 338.2382

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Medicine</u>
<u>Duration Licensure/Registration:</u> Original: 1 year or less Renewal: 3 years (Cycle begins 2/1)	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: BPLHelp@michigan.gov Website: https://www.michigan.gov/lara
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>Graduated from an accredited medical educational program which is not less than 130 weeks, and which does not award credit for any course taken by correspondence. The medical educational program shall include a core curriculum which includes, at a minimum, all of the following courses in the basic sciences and clerkships in the clinical sciences:</p> <p>(i) Courses in the basic sciences, which shall include courses in all of the following:</p> <ul style="list-style-type: none"> (A) Anatomy. (B) Physiology. (C) Biochemistry. (D) Microbiology. (E) Pathology. (F) Pharmacology and therapeutics. (G) Preventive medicine. <p>(ii) Clerkships in the clinical sciences, which shall include clinical clerkships in all of the following:</p> <ul style="list-style-type: none"> (A) Internal medicine. (B) General surgery. 	A completed Certification of Medical Education Form submitted directly to the Board by the Registrar of the medical education institution attended.

	<p>(C) Pediatrics. (D) Obstetrics and gynecology. (E) Psychiatry.</p> <p>All core clinical clerkships shall be completed either in a hospital or institution located in the United States, its territories, the District of Columbia or Canada that is approved by the Board or in a hospital or institution that offers a postgraduate clinical training program in the content area of the clinical clerkship.</p> <p>Graduates of Foreign medical Schools:</p> <p>See “Licensure for Foreign Graduates” section for requirements.</p>	
Examination	<p>US & Canadian-Education Applicants:</p> <p>An applicant shall pass all 3 parts of the United States Medical License Examination (USMLE) developed and administered by the Federation of State Medical Boards (FSMB). The passing score shall be determined by the FSMB.</p> <p>To be eligible to sit for any part of the USMLE, an applicant must satisfy the requirements of the FSMB.</p> <p>Each USMLE step may be attempted only three times. An applicant who fails to achieve a passing score on the USMLE step 3 within 4 years from the first time he or she sat for USMLE step 3 shall not be eligible to again sit for USMLE step 3 until the applicant has completed 1 year of postgraduate training in a program approved by the board.</p> <p>Foreign-Educated Applicants: See “Licensure for Foreign Graduates” section for requirements.</p>	Certification of your examination scores must be submitted directly to the Board from the Federation of State Medical Boards (FSMB) (or the National Board of Medical Examiners if tested before May 1994).
Clinical Experience	Successful completion of 2 years postgraduate clinical training in an active program approved by the Board (Board approved programs include all programs accredited by the Accreditation Council of Graduate Medical Education (ACGME), the College of Family Physicians of Canada, the Royal	Certification of Postgraduate Training Form must be submitted directly to the Board by the Director of Medical Education where postgraduate training was completed.

	College of Physicians and Surgeons of Canada, or the National Joint Committee on Accreditation of Pre-registration Physician Training Programs of the Canadian Medical Association)	
Continuing Education CE Requirements Brochure: http://www.michigan.gov/documents/lara/LARA_Medicine_CE_Brochure_5-11_376428_7.pdf	<p>At least 150 hours of board approved Continuing Education (CE) within the 3-year period immediately prior to the date of renewal of the license, including one (1) CE hour in the area of medical ethics, three (3) CE hours in the area of pain and symptom management, and 75 CE hours of which must be in Category 1.</p> <ul style="list-style-type: none"> • Category 1 (max 150 hours): Includes activities such as: attendance at or participation in a continuing education program or actively related to the practice of medicine, which includes but is not limited to, live in-person programs, interactive or monitored teleconference, audio-conference, or web-based programs, and journal articles with a self-study component approved or offered by the American Medical Association, Michigan Medical Association, Accreditation Council for continuing Medical Education, American Osteopathic Association, or Michigan Osteopathic Association; • Category 2 (max 48 hours): Includes activities such as: serving as a clinical instructor for medical students engaged in a board-approved postgraduate training program, initial presentation of a scientific exhibition or paper, or publication of a scientific article relating to the practice of medicine. 	<p>Submission of the renewal application and fee is considered a statement that the CE requirement has been met. However, in the event of an audit, the following has been deemed “acceptable” documentation for each Category by the Board:</p> <p>Category 1: Letter from program administrator or Certificate of Completion;</p> <p>Category 2: Letter from program director and proof of scheduled instructional hours, copy of the document presented with evidence of participation, copy of the publication identifying the licensee as the author, etc.</p> <p>Licensee shall maintain documentation of CE compliance for a 4-year period from the date of applying for renewal.</p>
State Licensure Verification (Other jurisdiction’s licensed in)	<p>Applicant must arrange for verification of any licenses he or she has ever held in another state.</p> <p>Verification includes, but is not limited to, record of any disciplinary action taken or pending against applicant.</p>	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from all other state licensing Boards where applicant holds or has ever held a M.D. license.</p>
Additional Disclosures	<p>Application requires disclosure of the following:</p> <ul style="list-style-type: none"> • physical and mental health status • treatment for or impairment due to chemical dependency / substance abuse 	<p>Criminal Background Check/Fingerprint Request required with application</p>

	<ul style="list-style-type: none"> • history of loss of license, certification or registration • felony / misdemeanor (punishable by imprisonment for up to 2 years) convictions • misdemeanor conviction related to controlled substance or alcohol (including motor vehicle violations) • loss or limitations of privileges by healthcare facility • disciplinary actions • professional liability claims history • Three or more malpractice settlements / awards / judgments in any consecutive 5-year period, or if any totaled more than \$200,000 or more 	
Licensure by Endorsement	<p>All applicants must arrange for verification of any license ever held in another state. Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p> <p>Applicants who have been licensed in another state and engaged in the practice of medicine a minimum of 10 years before the date of filing an application for Michigan medical licensure will be presumed to meet the requirements of licensure under the PHC.</p> <p>Applicant who are not presumed to meet the eligibility for licensure (above) must satisfy the following requirements:</p> <ul style="list-style-type: none"> • The applicant has been licensed in another state; • The applicant has completed 3 years of post-graduate training, and <p>The applicant has passed all components of the United States medical licensure examination.</p>	A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent license.
Licensure for Foreign Graduates	<p>If applicant has graduated from a medical school located outside of the United States, its territories, or the Dominion of Canada, the applicant must:</p> <ul style="list-style-type: none"> • Submit the application with the appropriate fee; • Submit evidence of certification by the Educational Commission on Foreign Medical Graduates; 	<p>Foreign Medical School graduates: Verification of Educational Commission for Foreign Medical Graduates (ECFMG) certificate must be Electronically submitted directly to the Board from ECFMG.</p> <p>Examination results must be submitted directly to the Board of Medicine from the examiner.</p>

	<ul style="list-style-type: none"> • Successfully pass Part 3 of the United States Medical Licensure Examination; • Complete two years of postgraduate training in a board-approved program; and • Demonstrate a working knowledge of the English language if the applicant's educational program was taught in another language other than English. Applicant must obtain a total score of not less than 80 on the Test of English as a Foreign Language Internet-Based Test (TOEFL-IBT), administered by the Educational Testing Service. 	The Educational Testing Service must submit results of the TOEFL-IBT directly to the Board of Medicine.
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other Licensure or Registration Required (i.e., DEA, State Pharma, etc.)	<p>Michigan Controlled Substance License (can be obtained at same time as Initial Licensure)</p> <p>Drug Treatment Program Prescriber License</p> <p>Michigan Automated Prescription System (MAPS) Registration— http://www.michigan.gov/lara/0,4601,7-154-35299_28150_55478---,00.html</p> <p>DEA Registration (must apply to Federal DEA: http://www.dea.gov)</p>	If Provider will be distributing, manufacturing or dispensing certain controlled substances in a Drug Treatment Program, a Drug Treatment Program Prescriber License is also required at EACH location the provider works at.
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.2413, Beginning with 2017 Renewal and beginning in 2021 for initial registrations, licensees must complete training in identifying victims of human trafficking	

Relicensure	<p>All applicants must arrange for any licenses he or she has ever held in another state to be verified. Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p> <p>If license has lapsed less than 3 years, Applicant need only submit Relicensure Application, fee and proof that applicant has acquired not less than 150 CE credit hours during the 3-year period immediately preceding the date of application.</p> <p>If license has lapsed more than 3 years but less than 5 years, applicant must satisfy the above requirements and satisfy one of the following:</p> <ul style="list-style-type: none"> • Present evidence that applicant was actively licensed as a medical doctor in another state at any time during the 3-year period immediately preceding application; • Take and pass the Special Purpose Examination (SPEX) offered by the FSB; • Successfully complete a board-approved postgraduate training program; or • Successfully complete a physician re-entry program that is either accredited by the Coalition for Physician Enhancement or is affiliated with a board-approved medical school. <p>If license has lapsed for 5 years or more, applicant be relicensed in the same manner as a license that has lapsed for more than 3 years but less than 5 years, except that applicant can may not opt to take the SPEX offered by FBS to be relicensed.</p>	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from all other state licensing Boards where applicant holds or has ever held a M.D. license.</p> <p>If License lapsed more than 3 years, must submit Criminal Background Check/Fingerprint Request with Relicensure Application</p> <p>Certification of examination scores must be submitted directly to the Board from FSB, or the entity otherwise offering the examination.</p> <p>Certification of completion of any training program must be sent directly to the Board from the training program.</p>
<p>Fees</p> <p>(See <u>License Renewal Fees</u>)</p>	<ul style="list-style-type: none"> • Initial License (full): \$360.55 • Controlled Substance: \$249.25 • Limited (Clinical Academic / Educational): \$90.10 • Limited Controlled Substance: \$90.15 • Renewal <ul style="list-style-type: none"> ○ (Full): \$302.25 ○ CS Renewal (Full): \$238.65 ○ Limited (Clinical Academic / Educational): \$31.80 ○ CS (Limited): \$79.55 	

	<ul style="list-style-type: none"> ○ Special Volunteer: Free • Relicensure <ul style="list-style-type: none"> ○ (Full): \$380.55 ○ Controlled Substance License: \$90.15 <p>Drug Treatment Program Prescriber License:</p> <ul style="list-style-type: none"> • Initial (Based on next expiration date of applicable professional license): <ul style="list-style-type: none"> ○ 0-12 months – \$90.15 ○ 13-24 months – \$169.70 ○ 25-36 months – \$249.25 • Renewal (depends on the renewal cycle for the profession): <ul style="list-style-type: none"> ○ 2-Year license cycle - \$159.10 ○ 3-Year license cycle – \$238.65 	
Application Packets (ONLINE ONLY except where indicated)	<p>Initial/Renewal/Relicensure online only: https://www.michigan.gov/lara/0,4601,7-154-89334_72600_85566---,00.html.</p> <p>Reclassification Application: https://www.michigan.gov/documents/lara/Application for Reclassification of Limited Licenses 643907 7.pdf.</p> <p>Reinstatement Application: https://www.michigan.gov/documents/lara/Reinstatement Application Packet 603064 7.pdf.</p>	
Clinical academic limited license	<p>Applicants must submit a completed application, together with the requisite fee and establish the following:</p> <ul style="list-style-type: none"> • Applicant has graduated from either a Board-approved medical school located in the United States, its territories, the District of Columbia, or Canada, or from a foreign medical school and has completed the requirements for a degree in medicine; AND • Appointment to a teaching or research position in an academic institution. <p>Full Licensure from Clinical Academic Limited License:</p> <p>Available to applicants that have held a Clinical Academic Limited License and been engaged in the practice of medicine for not less than 10 years after completing the requirements for a degree in</p>	<ul style="list-style-type: none"> • Completed application and applicable fees • Medical school certification form completed by your medical school and forwarded directly to the Board • Certification of Postgraduate Training form showing successful completion of 3 years postgraduate clinical training in an active, Board approved program in a Board approved hospital or institution sent directly to the Board by the Director of Medical Education where postgraduate training was completed. • A transcript of the acceptable combination of licensure examinations (FLEX, NBME

	<p>medicine located outside the United States or Canada by demonstrating the following:</p> <ul style="list-style-type: none"> • Completion of not less than 3 years of postgraduate clinical training in an institution that has an affiliation with a medical school that is listed in a directory of medical schools published by the World Health Organization (WHO). • Achieved a passing score on a combination of examinations (FLEX, NBME, or USMLE) acceptable for initial licensure. • He/she safely and competently practiced medicine under a clinical academic limited license for 1 or more academic institutions located in Michigan for not less than 2 years immediately preceding the date of application for a full license (with a minimum of 800 hours per year functioning in the observation and treatment of patients). 	<p>and/or USMLE) sent to the Board directly from the examining agency.</p> <ul style="list-style-type: none"> • Certification of Practice in an Academic Institution form submitted directly to the Board by the Director(s) of Medical Education where the applicant practiced under the Clinical Academic license.
Limited Medical License	<p>Available only for those that previously held a MI Clinical License and have renewed the Clinical License the maximum allowable five (5) times. Applicants for the Limited Medical License must demonstrate the following:</p> <ul style="list-style-type: none"> • The applicant has been engaged in the practice of medicine for at least ten (10) years after completing the requirements for a degree in medicine obtained in an institution <u>outside</u> of the United States or Canada; • The applicant has completed at least three (3) years of postgraduate clinical training in an institution that is affiliated with the World Health Organization (WHO); • That immediately preceding the date of application for the Limited License the applicant safely and competently practiced medicine under a Clinical Academic Limited License, during which time the Applicant functioned at least 800 hours per year in the observation and treatment of patients. • The applicant has been appointed to a teaching or research position in an academic institution that is either an approved medical school or hospital offering medical education or a federal 	<p>Verification that the academic appointment is still current for renewal</p>

	<p>facility with medical or specialty residency programs.</p> <p>Practice under a Limited Medical License is restricted to the appointed specialty field of practice located in the academic institution.</p> <p>Limited Medical License are valid a 3-year period with no limit on the number of renewals.</p> <p>At each renewal, the limited licensee must to provide verification that the academic appointment is still current.</p> <p>Limited License holders must meet the same continuing education requirements for full medical licensure (150 hours in the prior 3-year period).</p>	
Volunteer License	<p>Only available for retired physicians who were previously licensed in Michigan but no longer hold a current, active Michigan License. Only available if donating treatment and care in Michigan to indigent and needy individuals or individuals in underserved areas</p> <p>If license has been lapsed more than 3 years, must obtain at least 90 hours of CE activities in the 3-year period preceding application for Volunteer License.</p> <p>Renewal period same as that for full licensure and requires attestation that services being provided under volunteer license are not for payment/compensation.</p> <p>Continuing Education requirements for full licensure renewal (150 CE hours in 3-year period, as noted above) apply to Volunteer License</p> <p>Applicant must arrange for verification of any license ever held in another state. Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p>	<p>Application and fee for CS license (\$90.15 for one-year CS license; \$169.70 for two-year CS license; or \$249.25 for a three-year CS license) only, as there is no fee for Volunteer medical license.</p> <p>Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent medical license.</p> <p>Volunteer License Affidavit</p> <p>CE Documentation: If license lapsed more than 3 years, documentation showing 90 continuing education hours in Board-approved activities within last three (3) years</p>
Educational Limited License	Allows holder to engage in the practice of medicine as part of a postgraduate educational	

	<p>training program. The following are required:</p> <ul style="list-style-type: none"> • Application and requisite fee; • For Applicants that graduated from a medical school located in the United States, its territories, the District of Columbia, or Canada, proof of the following: <ul style="list-style-type: none"> ○ Graduation or expected graduation within the following 3 months, from a medical school approved by the Board. ○ Admission in a training program approved by the Board that is offered at a Board-approved hospital or institution. • For foreign-educated applicants, proof of the following: <ul style="list-style-type: none"> ○ Completion of the requirements for a degree in medicine. ○ Admission to a training program approved by the Board that is offered at a board-approved hospital or institution; ○ Passage of an examination in the basic and clinical medical sciences conducted by the ECFMG. 	
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NURSE AIDE (CNA)

42 CFR Part 483

42 CFR Part 488

MCL §§333.21901 – 333.21925

Type of License/Registration/ Certification: Certificate	Regulatory Body: Bureau of Community and Health Systems Department of Licensing & Regulatory Affairs (LARA) <u>Nurse's Aide Registry Program</u> (under contract with Prometrics)
Duration of Certification: Two (2) years commencing on the last day of verified employment as a CNA	Contact Information: Michigan Department of Licensing and Regulatory Affairs Bureau of Community & Health Systems Health Facility Professional and Nurse Aide Section PO Box 30664 Lansing, MI 48909 E-mail: BCHS-CNA-Registry@michigan.gov Nurse Aide Phone: 517-284-8961 Bureau Phone: 517-335-1980 Prometric Contact Information: <u>Prometric Website</u> Phone: 800-752-4724
Renewal applicants have a sixty (60) calendar day grace period from date certification expires to renew (which must be performed online), otherwise certification will lapse as of the date of expiration.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>75-hour state approved nurse aide training program that includes 49 keys tasks, including at least 16 hours of classroom instruction in the core curriculum prior to a trainee's direct involvement with a nursing home resident – and another 16 or more hours of skills training.</p> <p>Exemption from training <i>only</i> if:</p> <ul style="list-style-type: none"> • MI Registry Certification Expired within 2 years and worked at least 8 hours in last 2 years as can. • Completed Training program in another state within last year, but did not obtain certification in other state. • Currently hold CNA in another State or have held CAN certification within last 2 years. 	<p>Certification from training program showing successful completion.</p> <p>Regional Training Programs are listed on the <u>Nurse Aide Registry</u> page</p> <p>Verification of Certification in Another State form submitted directly from state which applicant currently or previously held CNA certification.</p> <p>RN/LPN Students: school currently attending must submit official</p>

	<ul style="list-style-type: none"> Students currently enrolled in RN or LPN nursing program and successfully completed a nursing fundamentals course (must include theory, lab and clinical portions) with a “C” average or higher within last year. 	transcripts directly to the Nurse Aide Certification office or provide applicant with an official copy for submission with application (for exemption) in an envelope sealed by the school.
Examination	<p>Clinical and knowledge tests administered by Prometric (after 3/1/15).</p> <p>Initial/Lapsed: \$125.00 (includes registration one-time fee) Retest: \$115 Reciprocity: \$20</p>	<p>Certificate and inclusion on national Nurse Aide Registry</p> <p>Testing and Training Fee Reimbursement: Long term care facilities that receive Federal funding are required to reimburse individuals for the cost of testing and training for up to one year from the date of completion of an approved training program.</p>
Work Experience / Training	<p>See “Education” section, above.</p> <p>For renewal applications, individual must document that he/she has worked at least 8 hours within the 2-year period his/her certificate was valid, as a nurse aide, for pay, in an approved setting, under the supervision of a licensed RN in a long-term care facility, LTC unit of a hospital or licensed Home Health facility.</p>	Verification letter from employer attesting to at least 8 hours of paid services as a nurse aide in a long-term care facility
Continuing Education	Minimum of 12 hours in-service per year based upon weaknesses identified by employer in annual employment review.	
State Licensure Verification (Other jurisdiction’s licensed in)	Must disclose all states in which a CNA certificate is or has been held by Applicant (if seeking training exemption)	Verification of Certification in Another State form submitted directly from state which applicant currently or previously held CNA certification.
Eligibility to work until certified	For those that received exemption from training or completed a state approved training program valid for 120 days from date of hire.	
Additional Disclosures (Part of New Application):	Michigan requires a criminal background check be completed by the potential employer on all Nurse Aides.	
Licensure by Reciprocity	Effective 2/19/18, applicants that currently hold a nurse aide certification in another state will be granted reciprocity under the conditions listed in Section 333.21913 of the Michigan Public Health Code whose license in the other state is in good standing.	Currently 37 States have confirmed their state requirements meet or exceed the requirements for Michigan for purposes of reciprocity.

Fees	Renewal: \$20 Duplicate Certificate: \$15	<u>MDHHS Training and Testing Reimbursement Information</u> (Medicaid CNA only)
Application Packets (website links)	Michigan Nurse Registry Competency Evaluation Registration Form sample test, bulletin, and renewal form (Prometric website): http://www.prometric.com/NURSEAIDE/MI <u>Application Form</u> (Prometric website) <u>Candidate Information Bulletin</u>	
Other mandates	Applicants that are or have been licensed as an RN or LPN (or other licensed health professional) are not eligible for CNA certification.	

NURSING HOME ADMINISTRATOR

(LNHA)

PHC, Art. 15, Part 173, MCL §§ 333.17301 - 17319

Administrative Rules 339.14001 – 339.14305

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Nursing Home Administrators</u>
<u>Duration Licensure/Registration:</u> Original Licensure: Up to one (1) year Renewal: Two (2) years (cycle begins 11/ 1)	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-2179 Email: bhpinfo@michigan.gov Website: http://www.michigan.gov/lara
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. If renewed after 10/31, an additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>Applicant must possess one of the following:</p> <ul style="list-style-type: none"> • a bachelor's degree or a higher degree; • a Michigan registered nurse license; • or certification of completion of an approved educational program in nursing home administration 	<p>The applicant must arrange for any one of the following to be received by the Board of Nursing Home Administrators:</p> <ul style="list-style-type: none"> • A transcript showing a bachelor's or higher degree conferred (which must be forwarded directly to the Board of Nursing Home Administrators directly from the educational institution) • A copy of the applicant's current Michigan Registered Nurse License • Documentation of completion of one of the following approved educational programs in nursing home administration (which must be forwarded directly to the Board of Nursing Home Administrators directly from the educational program): Michigan

		State University's continuing education program in nursing home administration; Madonna University's nursing home administration certificate program; Oakland Community College's certificate program in health care administration
Examination	Must pass both the Michigan and the National Nursing Home Administrator examinations (administered in a computerized format)	Must apply for the Michigan Nursing Home Administrator license before taking the licensing examinations
Continuing Education	<ul style="list-style-type: none"> • Initial license applicants, and applicants for first renewal (due to the renewal cycle being less than a full two-year period), have no continuing education requirement • During the two-year period prior to each subsequent license renewal, every Nursing Home Administrator seeking renewal must complete at least 36 hours of continuing education in courses or programs approved by the Board of Nursing Home Administrators (may apply for a waiver prior to the expiration of license for disability, military service, absence from the United States and other circumstances beyond the licensee's control) • The Board of Nursing Home Administrators accepts the National Association of Boards of Examiners of Long-Term Care Administrators ("NAB") • If the NAB or the Board of Nursing Home Administrators did not approve the course, the licensee can accumulate continuing education in qualifying subjects (with self-study accounting for no more than 50% of the qualifying hours). Courses that could apply as qualifying subjects include: behavioral science; economics/finance; geriatrics/gerontology; health care; management; marketing; pharmacology and toxicology; labor relations; law; communications; and any other related subject's contribution to the professional competency of a licensee 	<ul style="list-style-type: none"> • Nursing Home Administrators should retain documentation of completion of continuing education for at least three (3) years after renewal of license (or relicensure) in the event of an audit by LARA • LARA will approve a continuing education program if the subject matter is in a qualifying subject, attendance is taken, the program is not less than 50 minutes in duration, the program is conducted by an instructor or discussion leader whose background, training, education, or experience makes it appropriate for him or her to lead a discussion on the subject matter, and the sponsor of the program maintains written records of individual attendance for a period of three (3) years. If audited, the licensee must submit a copy of a letter or certificate showing his/her name, hours earned and the date on which the program was held. • LARA will approve a continuing education self-study program if the subject matter is in a qualifying subject, the program is an educational course which is designed for self-study and which required evidence of satisfactory

		<p>completion, and the sponsor maintains written records of individual course completion, including a program outline and the qualifying hours earned by participants, for a period of three (3) years. If audited, the licensee must submit a copy of a letter or certificate showing his/her name, hours earned, and the date.</p> <ul style="list-style-type: none"> • LARA will approve a college or university course for continuing education if the subject matter is in a qualifying subject and an application is filed on forms provided by LARA. If audited, the licensee must submit a copy of the transcript showing credit hours of the academic courses related to nursing home administrators
State Licensure Verification (Other jurisdiction's licensed in)	Yes (both current licenses and previously held licenses)	Each state board must verify licensure directly to the Board of Nursing Home Administrators
Additional Disclosures (Part of New Application):	<p>Must disclose (in detailed explanation):</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced three (3) or more malpractice settlements, awards, or judgments in any consecutive five (5) year period • Whether applicant ever experienced one (1) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Whether applicant ever had a federal or state health professional license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	
Licensure by Endorsement	Yes.	<ul style="list-style-type: none"> • Applicant for licensure by endorsement must take and pass the Michigan Nursing

		Home Administrator examination
Relicensure	<ul style="list-style-type: none"> • If license expired less than three (3) years ago, must have earned 36 hours of Board of Nursing Home Administrator-approved continuing education credits within the two-year period immediately preceding the application for relicensure. • If license expired more than three (3) years ago and the applicant is currently licensed as a nursing home administrator in another state, applicant must take and pass the Michigan Nursing Home Administrator examination. • If license expired more than three (3) years ago and the applicant is not currently licensed as a nursing home administrator in another state, applicant must take and pass both the Michigan and National Nursing Home Administrator examination. 	<ul style="list-style-type: none"> • Must submit the continuing education credits with the application for relicensure • Must apply for relicensure prior to registering for the Michigan and National Nursing Home Administrator examinations
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.14002, beginning with 2018 Renewal and beginning in 2021 for initial registrations, applicants must complete training in identifying victims of human trafficking	
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other Registration Requirements	<ul style="list-style-type: none"> • Beginning June 2019, all renewal licensees must complete training in identifying victims of human trafficking. Beginning March 17, 2021, all individuals seeking licensure must complete training in identifying victims of human trafficking. <ul style="list-style-type: none"> ○ This requirement may be fulfilled through attendance of a teleconference, webinar, online or live presentation, or by reading printed or electronic media. The individual must submit either a certificate of proof of completion or a self-certification statement. 	

	<ul style="list-style-type: none"> All new applicants and applicants seeking re-licensure after a three (3) year lapse must submit fingerprints and undergo a criminal background check.
Fees (See <u>License Renewal Fees</u>)	<ul style="list-style-type: none"> Initial License Application: \$80.50 Renewal: \$129.20 Relicensure: \$100.50
Application Packets (website links)	Initial License/Relicensure: https://www.michigan.gov/documents/lara/Nursing_Home_Admin_Endorsement_485343_7.pdf . Renewal (must be performed online): https://www.michigan.gov/elicense . Reclassification: https://www.michigan.gov/documents/lara/Application for Reclassification of Limited Licenses 643907 7.pdf Reinstatement (Suspended/Revoked): https://www.michigan.gov/documents/lara/Reinstatement Application Packet 603064 7.pdf .
Additional Requirement	If applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect.

OCCUPATIONAL THERAPIST (OT)/
OCCUPATIONAL THERAPIST ASSISTANT

PHC, Art. 15, Part 183, MCL §§ 333.18301 - 18315

Administrative Rules 338.1191 - 1239

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Occupational Therapists</u>
<u>Duration Licensure/Registration:</u> Original Licensure: Up to one (1) year Renewal: Two (2) years (cycle begins 6/ 1) Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: bhpinfo@michigan.gov Website: http://www.michigan.gov/lara

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	If applying for license by examination (or endorsement but registered or licensed as an OTR in another state for less than 5 years prior to date of filing for Michigan licensure), need to demonstrate degree from an approved occupational therapist educational program.	Applicant must have official transcripts sent directly to the Board of Occupational Therapists from an approved occupational therapist educational program.
Examination	If applying for license by examination (or endorsement but registered or licensed as an OTR in another state for less than 5 years prior to date of filing for Michigan licensure), must pass the NBCOT examination (formerly the AOTCB).	If applicant did not request score be sent to Michigan while taking examination, may contact NBCOT at (301) 990-7979 to request for score to be sent directly to the Board of Occupational Therapists (in the alternative, applicant may download form for this purpose at www.nbcot.org).
Continuing Education	An applicant that has been licensed for two years prior to expiration of his/her license, must complete twenty (20) hours of board approved continuing education contact hours.	Applicants should retain documentation of meeting the continuing education requirement for four (4) years from the date of renewal.

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
		<p>At least one hour of continuing education credit must be earned in the pain and symptom management area. This may include CE credit in behavior management, psychology of pain, pharmacology, behavior modification, stress management, clinical applications, and drug interventions.</p> <p>One-half of the CE hours must be earned using live, synchronous contact.</p> <p>LARA will approve a continuing education program if it is offered by the AOTA, NBCOT, IACEET, MIOTA, or another state or provincial board of occupational therapy.</p> <p>Academic Coursework may satisfy the CE requirement as well if it relates to the practice of occupational therapy and is offered by a board approved educational program.</p> <p>Other methods to satisfy the CE requirement include: the initial publication of a chapter or article; presentation of an academic or CE program (not part of the applicant's job); fieldwork supervision (not part of the applicant's job); participation on a state/national board or volunteering in the occupational therapy field; research in the field of occupational therapy; and completion of competency assessment or knowledge skills assessment activities.</p>

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
State Licensure Verification (Other jurisdiction's licensed in)	For all license and relicensure applications, Michigan requires verification from all states where applicant has ever held a license.	Applicant must list other states where he or she has ever held a license; such other states must verify the license directly to the Board of Occupational Therapist.
Occupational Therapy Assistant	<ul style="list-style-type: none"> • If applying for license by examination (or endorsement but registered or licensed as an OTA in another state for less than 5 years prior to date of filing for Michigan licensure), need to demonstrate degree from an approved occupational therapy assistant educational program. • If applying for license by examination (or endorsement but registered or licensed as an OTR in another state for less than 5 years prior to date of filing for Michigan licensure), must pass the NBCOT examination (formerly the AOTCB). • If applying for license by endorsement and registered or licensed as an OTA in another state, presumed to meet educational and examination requirements. 	<ul style="list-style-type: none"> • Applicant must have official transcripts sent directly to the Board of Occupational Therapists from an approved occupational therapy assistant educational program. • If applicant did not request score be sent to Michigan while taking examination, may contact NBCOT at (301) 990-7979 to request for score to be sent directly to the Board of Occupational Therapists (in the alternative, applicant may download form for this purpose at www.nbcot.org).
Additional Disclosures (Part of New Application):	<p>Must disclose (in detailed explanation):</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced three (3) or more malpractice settlements, awards, or judgments in any consecutive five (5) year period, or one (1) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Whether applicant ever had a federal or state health professional license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	
Licensure by Endorsement	If applying for license and registered or licensed as an OTR in another state for at least 5 years, the applicant is presumed to meet educational and examination requirements; otherwise, must	See above for educational and examination requirements for applicants for licensure by endorsement who have not been

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	comply with educational and examination requirements described above.	registered or licensed as an OTR in another state for at least 5 years.
Fees (See <u>License Renewal Fees</u>)	<ul style="list-style-type: none"> • Initial License: \$100.75 • Relicensure: \$120.75 • Renewal: \$159.10 	
Relicensure	<p>If license has lapsed for less than three (3) years, the applicant may be relicensed if:</p> <ul style="list-style-type: none"> • s/he submits the proper application and fee; • establishes s/he is of good moral character; and • satisfies the continuing education requirement. <p>If license expired more than three years before application for relicensure, and a permanent license or registration is not currently held in another state, applicant must satisfy the above requirements as well as pass the NBCOT examination for applicant's level of licensure.</p> <p>An applicant whose license has lapsed for longer than three (3) years and passes the NBCOT is also required to complete a supervised practice experience, the duration of which varies dependent on how long the license lapsed for:</p> <ul style="list-style-type: none"> • Lapse of greater than 3 years but less than 7 years = 200 hours supervision • Lapse of greater than 7 years but less than 15 years = 400 hours supervision • Lapse of greater than 15 years = 600 hours supervision. 	<p>Contact the NBCOT at (301) 990-7979 to register, or online at www.nbcot.org.</p> <p>See above for the continuing education requirement.</p>
Application Packets (website links)	<p>Licensing/Relicensure: https://www.michigan.gov/documents/lara/Occup_Therapy_New_2017_fees_and_juris_revised_540451_7.pdf.</p> <p>Reinstatement of Suspended/Revoked License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf</p> <p>Renewal (must be performed online): http://www.michigan.gov/elicense.</p>	
Temporary License for Military Spouse [MCL 333.1618(5)]	6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Additional Training	Pursuant to MCL 333.16148 and R 338.1215, Beginning with 2018 Renewal and beginning in 2022 for initial registrations, occupational therapists must complete training in identifying victims of human trafficking	
Other requirements	<ul style="list-style-type: none"> • All full license applicants (and applicants for relicensure whose license has been expired for more than three years) must submit fingerprints and undergo a criminal background check. • If applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect. • An applicant whose occupational therapist educational program or occupational therapy assistant educational program was taught in a language other than English shall demonstrate a working knowledge of the English language. To demonstrate a working knowledge of the English language, an applicant shall establish that he or she has obtained a score of not less than 89 on the test of English as a foreign language internet-based test (TOEFL IBT), and obtained the following minimal scores in each section: <ul style="list-style-type: none"> • Reading Section: not less than 21 • Listening Section: not less than 18 • Speaking Section: not less than 26 • Writing Section: not less than 24 	

OPTOMETRIST (OD)

PHC Part 174, MCL 333.17401 -- 333.17437

Administrative Rules 338.241 – 338.291

Type of License/Registration/ Certification: License	Regulatory Body: Board of Optometry Department of Licensing & Regulatory Affairs (LARA) <u>Board of Optometry</u>
<u>Duration Licensure/Registration:</u> Original Licensure: up to 1 year Renewal: 2 years (Cycle begins 6/ 30) Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must be paid at the time of renewal within the 60-day grace period.	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: bhpinfo@michigan.gov Website: http://www.michigan.gov/lara

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>An applicant shall have graduated from a professional optometric degree program approved by the Board and hold the Doctor of Optometry degree.</p> <p>License to <u>administer</u> diagnostic pharmaceutical agents:</p> <ul style="list-style-type: none"> • Must complete 60 classroom hours of study in general and clinical pharmacology as it relates to the practice of optometry, with particular emphasis on the use of diagnostic pharmaceutical agents for examination purposes. • Not less than 30 of the 60 classroom hours shall be in ocular pharmacology and shall emphasize the systemic effects of and reactions to diagnostic pharmaceutical agents, including the emergency management and referral of any adverse reactions that may occur. • The course of study shall be approved by the board and shall be offered by a school or 	Final, official transcript sent directly from your school that shows the date your Doctor of Optometry degree was conferred.

	<p>college of optometry that is recognized by the board as fully accredited.</p> <ul style="list-style-type: none"> • The course of study shall be completed before taking the required examination. • Must establish an emergency plan for the management and referral to appropriate medical services of patients who experience adverse drug reactions resulting from the application of diagnostic pharmaceutical agents. The plan shall be approved by the board and must include specified elements. <p>License to <u>prescribe and administer</u> diagnostic pharmaceutical agents:</p> <ul style="list-style-type: none"> • Must meet the above certification requirements. • Must successfully earn at least 10 quarter hours or 7 semester hours of credit or successfully completed 100 classroom hours of study in courses relating to the didactic and clinical use of therapeutic pharmaceutical agents from a school or college of optometry that is recognized by the board as fully accredited. • Must establish a management plan in the event a patient has an ocular condition or disease that may be related to a nonlocalized or systemic condition or disease or to an adverse drug reaction, or that does not demonstrate adequate clinical progress as a result of treatment. The plan shall meet certain requirements. 	
Examination	<ul style="list-style-type: none"> • Applicant shall have achieved a passing score on all parts of the examination given by the national board of examiners in optometry or its successor organization, or the testing agency currently recognized or endorsed by the association of regulatory boards of optometry or its successor organization. • Applicant must achieve a passing (75%) score on the Michigan Jurisprudence Examination regarding the laws and rules related to the practice of optometry (included with Application packet). 	<ul style="list-style-type: none"> • Applicants must submit passing scores on Parts 1, 2 and 3 of the National Board (NBEO) Examinations. These scores must be sent to LARA, Bureau of Professional Licensing office, directly from the National Board.
Work Experience/Training	None.	

Continuing Education	<ul style="list-style-type: none"> • During the 2 years immediately preceding the application for renewal, an applicant for license renewal shall accumulate not less than 40 hours of board-approved continuing education, including at least 2 continuing education hours in pain and symptom management. • DPA/TPA Certification Holders: Applicants who hold DPA/TPA certification must obtain at least 20 hours (50% of the required CE) of board-approved continuing education in pharmacological management of ocular conditions. • Continuing education hours may include, but are not limited to, courses in behavior management, psychology of pain, pharmacology, behavior modification, stress management, clinical applications, and drug interactions. • Submission of an application for renewal constitutes the applicant's certificate of compliance with the continuing education requirements. • The board shall consider any of the following as board-approved continuing education: <ul style="list-style-type: none"> ○ Courses offered for credit in an optometry school approved by the board. ○ Continuing education program offered by an optometry school approved by the board. ○ Attendance at a continuing education program approved by the board. • One continuing education contact hour may be granted for each 54 to 60 minutes of program attendance, without limitation, at a continuing education program that has been granted approval by another state board of optometry. • One hour of continuing education may be earned for each 54 to 60 minutes involved in the presentation of a continuing education program approved by the board. • A maximum of 8 credit hours per renewal period may be earned for programs related to optometric topics approved for category 1 continuing education by the Michigan boards of medicine or osteopathic medicine and surgery. • A maximum of 8 credit hours per renewal may be earned for programs related to optometric 	<ul style="list-style-type: none"> • The optometrist shall retain documentation of meeting the continuing education requirements for a period of 4 years from the date of applying for license renewal.
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	<p>pharmacological topics approved for continuing education by the board of pharmacy.</p> <ul style="list-style-type: none"> • The board shall consider requests for approval of continuing education programs by sponsors who submit applications on a form provided by the department. • A total maximum of 29 hours may be granted in board-approved programs in either of the following areas: <ul style="list-style-type: none"> ○ A maximum of 9 hours relating to practice management. ○ A maximum of 20 hours relating to self-evaluation journal tests and multimedia education, including online continuing education. • Two (2) credit hours may be granted for each presentation of a scientific exhibit, post, or paper to a professional optometric organization. No credit is granted for preparation of the presentation. • Five (5) credit hours are granted for serving as a primary author in the initial publication of a chapter or a portion of a chapter related to the practice of optometry, in either a professional health care textbook or a peer-reviewed textbook. <ul style="list-style-type: none"> ○ Two (2) hours are granted for serving as a secondary author. • Twelve (12) credit hours are granted for participation in a: <ul style="list-style-type: none"> ○ Peer review committee dealing with quality of patient care; ○ Committee dealing with utilization review regarding optometry; ○ Health care organization committee dealing with patient care; or ○ National/state committee, board, council, or association dealing with optometry. • Twelve (12) credit hours are granted for taking the CPDO examination. <ul style="list-style-type: none"> ○ The CPDO examination may be taken every 2 years. 	
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State Licensure Verification (Other jurisdictions licensed in)	Applicant must indicate on the application whether he or she is or has been licensed in another state by Exam or by Endorsement.	Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent optometrist license.
Additional Disclosures	<p>Application requires disclosure of the following:</p> <ul style="list-style-type: none"> • physical and mental health status • treatment for or impairment due to chemical dependency / substance abuse • history of loss of license, certification or registration • felony / misdemeanor (punishable by imprisonment for up to 2 years) convictions • misdemeanor conviction related to controlled substance or alcohol (including motor vehicle violations) • loss or limitations of privileges by healthcare facility • disciplinary actions • professional liability claims history • Three or more malpractice settlements / awards / judgments in any consecutive 5-year period, or if any totaled more than \$200,000 or more. 	<p>All applicants must submit fingerprints and undergo criminal background check.</p> <p>Applicant must submit Management Emergency Plan form with application listing at least three (3) physicians, clinics or hospitals where patients with adverse drug reactions will be referred, if applying for DPA/TPA certification.</p>
Licensure by Endorsement	<p>Requirements are met if:</p> <ul style="list-style-type: none"> • Optometrist engaged in the practice of optometry, holding a Doctor of Optometry degree, and currently licensed at the highest level authorized in another state or a province of Canada that has licensure requirements that are equivalent to those required in this state; • Successful completion of an examination in the issuing state or province of Canada that includes an assessment of the applicant's knowledge on the diagnosis, treatment, and management of ocular diseases with pharmaceutical agents; • Applicant provides verification of his or her current license in another state or province of Canada and any other license held as an optometrist, including proof of any disciplinary action taken or pending against the applicant; and 	Verification of Licensure or Registration must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent optometrist license.

	<ul style="list-style-type: none"> • Achieves a minimum scaled score of 75% on the Jurisprudence examination regarding Michigan laws and rules related to the practice of optometry. <p>An applicant who was first licensed in another state of the United States or province of Canada, but who does not meet the above requirements must satisfy the following requirements:</p> <ul style="list-style-type: none"> • Achieve a passing score on all parts of the examination given by the national board of examiners in optometry or its successor organization, or the testing agency currently recognized or endorsed by the association of regulatory boards of optometry or its successor organization; • Achieve a minimum scaled score of 75 on the Jurisprudence examination of Michigan laws and rules related to the practice of optometry that is administered by the department; and • Provides for verification of his or her license; • Holds a license granting therapeutic prescriptive certification at the highest level authorized in any state of the United States or province of Canada where he or she currently practices. 	
Volunteer License	<p>Only available for retired optometrist who were previously licensed in Michigan but no longer hold a current, active Michigan License. Only available if donating treatment and care in Michigan to indigent and needy individuals or individuals in underserved areas.</p> <p>If license has been lapsed more than 3 years, must obtain at least 24 hours of Board-approved CE activities within last 2 years preceding application for Volunteer License.</p> <p>Renewal period same as that for full licensure and requires attestation that services being provided under volunteer license are not for payment/compensation.</p> <p>Continuing Education requirements for full licensure renewal (40 CE hours in 2-year period, as noted above) apply to Volunteer License.</p>	<p>Application and fee for CS license (\$90.15 for one-year CS License, \$169.70 for a two-year CS License, or \$249.25 for a three-year CS License) only, as there is no fee for Volunteer optometrist I license.</p> <p>Verification of Licensure or Registration must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent optometrist license.</p> <p>Volunteer License Affidavit.</p> <p>CE Documentation: If license lapsed more than 3 years, documentation showing 24</p>

		continuing education hours in Board-approved activities within last two (2) years.
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other Licensure/Registration Required (i.e., DEA, State Pharma, etc.)	<ul style="list-style-type: none"> • Diagnostic Pharmaceutical Agents (DPA) Certification • Therapeutic Pharmaceutical Agents (TPA) Certification • Controlled Substance-- A controlled substance license is required for every person who manufactures, distributes, prescribes, or dispenses any controlled substance in Michigan. A separate controlled substance license is required for each business location from which you manufacture, distribute, or dispense controlled substances. If you only prescribe controlled substances at more than one location, you only need one controlled substance license. 	<p>For DPA Certification:</p> <ul style="list-style-type: none"> • Current certificate showing completion of a board-approved course in advanced cardiac life support or basic life support • Establish a board-approved emergency treatment plan, for the management and referral of patients who experience adverse drug reactions • Verification of Diagnostic Pharmaceutical Agents (DPA) Training Form (section I completed only by Applicant) • Complete a course in general and clinical pharmacology <p>For TPA Certification:</p> <ul style="list-style-type: none"> • Verification of Therapeutic Pharmaceutical Agents (TPA) Training Form—Requires prior DPA Certification • Meet certification requirements to administer diagnostic pharmaceutical agents

		<ul style="list-style-type: none"> • Complete a course relating to the didactic and clinical use of therapeutic pharmaceutical agents • Establish a board-approved management plan
Other training (i.e., First Aid, AIDS/HIV, etc.)	<ul style="list-style-type: none"> • For TPA/DPA must successfully complete a course in Cardiopulmonary Resuscitation (CPR) approved by the department of public health and offered or approved by the Red Cross, American Heart Association, an accredited hospital, or a comparable organization or institution. • Pursuant to MCL 333.16148 and R 338.303, Beginning with 2017 Renewal and beginning in 2021 for initial registrations, optometrists must complete training in identifying victims of human trafficking. 	
Fees (See <u>License Renewal Fees</u>)	<ul style="list-style-type: none"> • Initial License: \$228.00 • Limited (Educational & Clinical Academic) – \$53.00 (1 year) • Diagnostic Pharmaceutical Agents (DPA) Certification: \$79.50 • Therapeutic Pharmaceutical Agents (TPA) Certification: \$79.50 • DPA/TPA Certification: \$137.80 • Controlled Substance: \$90.10 • Relicensure: <ul style="list-style-type: none"> ○ Full: \$248.00 ○ Limited (Educational & Clinical Academic): \$73.00 • Volunteer License: Free (need CS only) • CS license: \$169.70 • Renewal <ul style="list-style-type: none"> ○ Full: \$201.50 ○ Educational Limited Renewal: \$26.50 ○ CS Renewal: \$159.10 ○ Special Volunteer: Free 	
Application Packets (website links)	Initial/Renewal/Relicensure (Online only): https://www.michigan.gov/lara/0,4601,7-154-89334_72600_85566---,00.html Reclassification: https://www.michigan.gov/documents/lara/Application_for_Reclassification_of_Limited_Licenses_643907_7.pdf . Reinstatement (Suspended/Revoked): https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf . Volunteer: https://www.michigan.gov/documents/lara/Special_Volunteer_003_546538_7.pdf Renewal (must be performed online): https://www.michigan.gov/lara/0,4601,7-154-89334_72600_85566---,00.html .	

Relicensure	<ul style="list-style-type: none"> • If license has lapsed less than three (3) years, applicant need only submit the Relicensure Application, appropriate fees, and documentation of the 40 hours of mandatory CE in the two-years prior to date of the application. • If license has lapsed more than 3 years, but not more than 6 years, applicant may be relicensed upon submitting the Relicensure Application, paying appropriate fees, showing documentation of completing the 40 hours of mandatory CE in the two-years prior to the date of application, and achieving a minimum passing score (75%) on the Michigan Jurisprudence Examination. • If license has lapsed more than 6 years and applicant has held an optometry license in another state or province of Canada, the applicant must: submit the Relicensure Application and fees, show documentation of completing the 40 hours of mandatory CE in the two-years prior to the date of application, achieve a minimum passing score (75%) on the Michigan Jurisprudence Examination, and provide verification of his or her license from another state or province of Canada with any proof of disciplinary action taken or pending against the applicant. • If license has lapsed more than 6 years and the applicant has not held an optometry license in another state during those years, the applicant must: submit the Relicensure Application and fees, obtain the mandatory 40 hours of CE, achieve a minimum passing score (75%) on the Michigan Jurisprudence Examination, and achieve a passing score on all parts of the NBEO examinations, including a passing score on the CPDO examination given by the NBEO or its successor organization.
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OSTEOPATHIC MEDICINE & SURGERY

(DO)

PHC Article 15, Part 175, MCL 333.17501 - 17556

Administrative Rules 338.101 – 338.109a

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Osteopathic Medicine & Surgery</u>
<u>Duration Licensure/Registration:</u> Original: 1 year or less Renewal: 3 years (Cycle begins 1/1)	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: bhpinfo@michigan.gov Website: http://www.michigan.gov/lara
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	The applicant shall have completed the requirements for a degree in osteopathic medicine from an AOA accredited school of osteopathic medicine or a Board-approved school of osteopathic medicine with standards that are substantially equivalent to those adopted by the AOA.	Final, official transcripts, requested by you and sent directly to this office from your school, showing the degree earned and the date conferred.
Examination	Applicants must obtain a passing score on each part (Parts 1-3) of the Comprehensive Osteopathic Medical License Exam (COMLEX) developed and scored by the National Board of Osteopathic Medical Examiners (NBOME). The passing score for each component of COMLEX shall be the passing score established by NBOME.	Certification of your examination scores must be submitted directly to the Board from the NBOME.
Clinical Experience	Satisfactory completion of 1 year of postgraduate clinical training in an AOA-approved internship program in a Board-approved hospital or institution.	Certification of Internship Form must be submitted directly to the Board by the Medical Director of the training hospital where training was completed not more than 30

		days prior to completion of training.
<p>Continuing Education</p> <p>CE Requirements Brochure: http://michigan.gov/documents/lara/LARA_Osteopathic_CE_Brochure_4-11_376433_7.pdf</p> <p>CE Administrative Rules: http://www7.dleg.state.mi.us/orr/Files/AdminCode/104_65_AdminCode.pdf</p>	<p>At least 150 hours of board approved CE within the 3 years prior to the date of renewal of the license, AT LEAST 60 hours of which must be in Category 1 or and must include an appropriate number of CE in pain & symptom management.</p> <p>Category 1 (max 150 hours): includes, but is not limited to: (a) A minimum of 40 CE hours by attendance or participation in a CE program related to osteopathic medicine, journal articles with a self-study component, interactive or monitored teleconferences, audio conferences, web-based programs, or online programs offered by the Committee on continuing educating of the American Osteopathic Association or the Michigan Osteopathic Association (Max of 150 hours); (b) An activity mentioned above but offered by the American Medical Association, Accreditation Council for Continuing Medical Education, or the Michigan State Medical Society (Max of 110 hours); (c) Taking or passing an AOA-approved or American Board of Medicine-approved specialty board certification/recertification exam (Max 50 hours at 50 hours/exam); (d) Completion of an activity required for maintenance of an AOA-recognized specialty certification (Max 30 hours at 1 hour for every 60 minutes spent on activity); (e) Serving as a teacher, lecturer, preceptor, or moderator in a medical education or training program (Max 90 hours at 2 hours for each scheduled lecture or clinical consultation);</p> <p>Category 2 (max 90 hours): includes: (a) Independently reading a peer-reviewed journal (Max 90 hours at 3 hours/article read); (b) initial presentation of a scientific exhibit, poster, or paper to a professional osteopathic medicine organization (Max 90 hours at 10 hours/presentation); and (c) completing a multimedia self-assessment which improves the licensee's knowledge and understanding of osteopathic medicine (Max 90 hours with the number of CE hours approved by the self-assessment sponsor).</p>	<p>The licensee shall retain documentation of meeting the continuing education requirements for a period of 4 years from the date of applying for license renewal.</p> <p>Submission of the renewal application and fee is considered a statement that the CE requirement has been met. However, in the event of an audit, the following has been deemed acceptable documentation for each Category by the Board (except non-supervised educational activities of Category 2, all CE must be independently verified by an official source other than the licensee):</p> <p>Category 1: (a) A copy of a letter or certificate of completion; (b) A copy of a letter or certificate of completion; (c) Evidence of successful passing of examination; (d) Proof that the activity was required for maintenance of specialty certification and the activity was completed; (e) Letter from the program director verifying licensee's role, length of lectures, and date;</p> <p>Category 2: (a) a signed document, listing the journals read; (b) a copy of the document with evidence of the presentation or a letter from the program sponsor verifying the date of presentation; or (c) a certificate of self-assessment from the program sponsor.</p>

State Licensure Verification (Other jurisdiction's licensed in)	<p>Applicant must indicate on the application whether he or she is or has been licensed in another state by Exam or by Endorsement.</p> <p>Verification includes, but is not limited to, record of any disciplinary actions taken or pending against applicant.</p>	
Additional Disclosures (Part of New Application)	<p>Application requires disclosure of the following:</p> <ul style="list-style-type: none"> • Felony convictions • treatment for substance abuse • history of loss of license, certification or registration • misdemeanor (punishable by imprisonment for up to 2 years) convictions • misdemeanor conviction related to controlled substance or alcohol (including motor vehicle violations) • loss or limitations of privileges by healthcare facility • disciplinary actions • professional liability claims history • Three or more malpractice settlements / awards / judgments in any consecutive 5-year period, or if any totaled more than \$200,000 or more. 	Criminal Background Check/Fingerprint Request required with application.
<p>Licensure by Endorsement</p> <p>Licensed more than 5 years NB is the only item not required. Otherwise everything required is the same as less than 5 years</p>	<p>Yes. Applicant must satisfy the requirements of the code and either:</p> <ul style="list-style-type: none"> • Has held an active license to practice osteopathic medicine and surgery in another state for at least 5 years prior to the application, or • Has been licensed in another state and has passed all components of the NBOME. <p>Applicants may either use the Federation Credentials Verification Service (FCVS) in lieu of separate verification of the applicant's credentials OR must submit the following (along with the Application and appropriate fees) from their primary source:</p> <p>If licensed in another state less than five (5) years, must arrange for the following to be sent directly to the Board:</p> <ul style="list-style-type: none"> • passing scores on Parts 1, 2 and 3 of the National Board examination to be sent directly to this office by the National Board of Osteopathic Medical Examiners; (not required if licensed more than 5 years) 	<p>Verification of passing scores on National Board Exam (Parts 1-3) from the NBOME. (not required if licensed more than 5 years).</p> <p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a license.</p> <p>Certificate of Internship form forwarded directly from the training hospital.</p> <p>Transcripts</p>

	<ul style="list-style-type: none"> • Final, official transcripts from your school, showing the degree earned and the date conferred; • Certificate of Internship form forwarded directly from the training hospital verifying completion of one year of AOA approved post-graduate internship training (attached). If internship was completed in an allopathic facility, Applicant must contact the AOA to request approval of the program, which, if approved, must submit a letter directly to the Board verifying the program's approval. • Verification of licensure from each state where you hold or have ever held a permanent D.O. license sent directly to the Board from the state(s) where you are or have been licensed. 	
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other Licensure or Registration Required (i.e., DEA, State Pharma, etc.)	<p>Michigan Controlled Substance License (can be obtained at same time as Initial Licensure)</p> <p>Drug Treatment Program Prescriber License</p> <p>Michigan Automated Prescription System (MAPS) Registration— http://www.michigan.gov/lara/0,4601,7-154-35299_28150_55478---,00.html</p> <p>DEA Registration (must apply to Federal DEA: http://www.dea.gov)</p>	<p>If Provider will be distributing, manufacturing or dispensing certain controlled substances in a Drug Treatment Program, a Drug Treatment Program Prescriber License is also required at EACH location the provider works at.</p>

Other Licensure or Registration Required (i.e., DEA, State Pharma, etc.)	<p>Michigan Controlled Substance License (can be obtained at same time as Initial Licensure)</p> <p>Michigan Automated Prescription System (MAPS) Registration—http://www.michigan.gov/lara/0,4601,7-154-35299_28150_55478---,00.html</p> <p>DEA Registration (must apply to Federal DEA: http://www.dea.gov)</p>	
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.120, Beginning with 2017 Renewal and beginning in 2021 for initial registrations, applicants must complete training in identifying victims of human trafficking.	
Volunteer License	<p>Only available for retired osteopathic physicians who were previously licensed in Michigan but no longer hold a current, active Michigan License. Only available if donating treatment and care in Michigan to indigent and needy individuals or individuals in underserved areas.</p> <p>If license has been lapsed more than 3 years, must obtain at least 90 hours of CE activities in 3 years preceding application for Volunteer License.</p> <p>Renewal period same as that for full licensure and requires attestation that services being provided under volunteer license are not for payment/compensation.</p> <p>Continuing Education requirements for full licensure renewal (150 CE hours in 3-year period) apply to Volunteer License.</p>	<p>Application and fee for CS license (\$90.15 for one-year CS License, \$169.70 for a two-year CS License, or \$249.25 for a three-year CS License) only, as there is no fee for Volunteer license.</p> <p>Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent D.O license.</p> <p>Volunteer License Affidavit</p> <p>CE Documentation: If license lapsed more than 3 years, documentation showing 90 continuing education hours in Board-approved activities within last three (3) years.</p>
Educational Limited License	<p>Yes. The Applicant must:</p> <ul style="list-style-type: none"> • have completed the requirements for a degree in osteopathic medicine from a school of osteopathic medicine approved by the Board or applicant is expected to graduate in 3 months; AND • be admitted to or completed a 1-year training program approved by the Board that is offered at a Board-approved hospital or institution; • disclose all current or prior D.O. licenses held in any other state, if any. • Educational Limited licenses are renewable annually on June 30 and may be held for a maximum of 6 years, with no available 	<p>Final, official transcripts, requested by you and sent directly to this office from your school, showing the degree earned and the date conferred. If final transcripts are not available, an official letter of good standing from your Dean or Program Director may be substituted. This letter cannot be written more than 90 days prior to your date of graduation. Final, official transcripts will be required before you upgrade to a full license.</p>

	<p>extensions.</p> <ul style="list-style-type: none"> • Submit fingerprints and undergo a criminal background check. 	<p>Certification of Appointment to Training Program form that is mailed directly to this office from the institution where you have been appointed to Board-approved post-graduate residency training.</p>
Application Packets (website links)	<p>Initial License (Full/Educational Limited)/Relicensure (online only): https://www.michigan.gov/lara/0,4601,7-154-89334_72600_85566---,00.html.</p> <p>Volunteer License: https://www.michigan.gov/documents/lara/Special_Volunteer_003_546538_7.pdf</p> <p>Reinstatement of Suspended/Revoked License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603_064_7.pdf</p> <p>Renewal (must be done online): https://www.michigan.gov/lara/0,4601,7-154-89334_72600_85566---,00.html</p>	
Relicensure	<p>If license has expired less than 3 years, Applicant need only submit Relicensure Application, documentation of 150 hours of mandatory CE in 3 years prior to Application for Relicensure, Verification of licensure from each jurisdiction where a permanent DO license is held or has ever been held, and applicable fees (DO & CS license).</p> <p>If license lapsed more than 3 years but less than 5 years, must submit Criminal Background Check/Fingerprint Request with Relicensure Application, Relicensure Application, documentation of 150 hours of mandatory CE in 3 years prior to Application for Relicensure, Verification of licensure from each jurisdiction where a permanent DO license is held or has ever been held, pay applicable fees, and complete any of the following: present evidence s/he was actively licensed as an osteopathic physician in another state in the 3-year period prior to application; pass the COMVEX offered by NBOME; complete a postgraduate training program; or complete a physician re-entry program accredited by the Coalition for Physician Enhancement.</p> <p>If license has lapsed more than 5 years, must submit Relicensure Application, documentation of 150 hours of mandatory CE in 3 years prior to Application for Relicensure, Verification of licensure form each jurisdiction where a permanent DO license is held or has ever been held, pay applicable fees, and satisfy one of the following: present evidence s/he was licensed as an osteopathic physician in another state at any time during the 3-year period prior to application; or pass the COMVEX offered by the NBOME and complete either a post-graduate training program or a physician e-entry training program.</p>	
Fees	<ul style="list-style-type: none"> • Initial License (full): \$360.55 • Controlled Substance: \$249.25 	

(See <u>License Renewal Fees</u>)	<ul style="list-style-type: none"> • Limited (Clinical Academic / Educational): \$90.10 • Limited Controlled Substance: \$90.15 • Renewal <ul style="list-style-type: none"> ○ (Full): \$302.25 ○ CS Renewal (Full): \$238.65 ○ Limited (Clinical Academic / Educational): \$31.80 ○ CS (Limited): \$79.55 ○ Special Volunteer: Free • Relicensure <ul style="list-style-type: none"> ○ (Full): \$380.55 ○ Controlled Substance License: \$90.15 <p>Drug Treatment Program Prescriber License:</p> <ul style="list-style-type: none"> • Initial (Based on next expiration date of applicable professional license): <ul style="list-style-type: none"> ○ 0-12 months – \$90.15 ○ 13-24 months – \$169.70 ○ 25-36 months – \$249.25 • Renewal (depends on the renewal cycle for the profession): <ul style="list-style-type: none"> ○ 2-Year license cycle - \$159.10 ○ 3-Year license cycle – \$238.65
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PHARMACIST (RPH/PharmD)

PHC Article 15, Part 177, MCL 333.17701 – 17780

Administrative Rules 338.471 – 338.500

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Pharmacy</u>
<u>Duration Licensure/Registration:</u> Original: 1 year or less Renewal: 2 years (Cycle begins 7/1) Educational Limited License: 1 year, renewable up to two (2) times if a foreign grad/ up to five (5) times (cycle begins 7/1) Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must be paid at the time of renewal within the 60-day grace period.	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: bhphelp@michigan.gov Website: http://www.michigan.gov/lara

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>Graduates of Accreditation Council for Pharmacy Education (ACPE)-approved pharmacy education program.</p> <p>Graduates of foreign pharmacy programs that are not ACPE approved must complete the Foreign Pharmacy Graduate Examination Committee certification program (FPGEC) administered by the National Association of Boards of Pharmacy (NABP).</p>	<p>Certificate of Pharmacy Education must be sent directly from the educational institution attended to the Board verifying pharmacy education and externship hours granted.</p> <p>Applicants must send a signed, written request to NABP so that an official copy of the FPGEC certificate can be sent directly to the Board.</p>
Examination	<p>Applicants must pass both the North American Pharmacist Licensing Examination (NAPLEX) and the Multistate Pharmacy Jurisprudence Examination (MPJE). Applicants must register to take the NAPLEX and/or the MPJE with the NABP. To sit for the NAPLEX and MPJE, all Applicants must first apply for licensure and approval from</p>	<p>Application with requisite forms contained in the Pharmacist Application Packet, including the registration forms for the NAPLEX and the MPJE.</p>

	<p>the Michigan Bureau of Professional Licensing.</p> <p>Licensure by Score Transfer: Available to applicants who have previously taken the NAPLEX exam in another State. Applicants must still take and pass the MPJE.</p>	<p>Applicants for Licensure by Examination Score Transfer must contact the NABP to seek instructions on providing your NABP licensure and exam history to Michigan.</p>
Clinical Experience/Training	<p>Michigan requires 1,600 hours of internship (including externship) experience. Applicant must hold an Educational Limited License (internship license) in order for any intern hours obtained in Michigan to count toward licensure. Hours gained in other states must be reported directly to this office by the Board of Pharmacy in the state where the intern hours were obtained.</p> <p>Hours of internship are computed as follows:</p> <ul style="list-style-type: none"> • Experience is granted only upon verification by an approved pharmacy preceptor or other person previously approved by the board. • The board may grant up to 400 hours of internship experience gained in unconventional internship programs (i.e. labs, factory settings). Any unconventional hours must be documented on official letterhead and sent to the Board by the preceptor. • A maximum of 40 hours of internship experience is granted per calendar week when the applicant is not in school. • A maximum of 16 hours of non-college-sponsored internship experience is granted per calendar week while the intern is a full-time student in a college or school of pharmacy. • The board may grant credit for internship experience obtained through practice as an intern in another state if the experience was comparable to the Michigan requirements for internship. Verification of this experience must include dates of experience, job description or duties, and must be received directly from the state licensing office in the state where the internship hours were obtained. • The board may accept experience as a licensed pharmacist in another jurisdiction as the equivalent of internship experience. Verification of licensure must be received 	<p>The Internship Training Affidavit form provided with the Application should be used only to report those intern hours gained in Michigan while holding an intern license.</p> <p>If hours obtained out of state must receive official verification from that state's board of pharmacy.</p>

	<p>directly from the state in which you are licensed.</p> <p>An intern must be supervised by an approved pharmacist preceptor and must, at all times, practice only under the personal charge of a pharmacist.</p> <p>Interns must receive professional and practical experience in the following areas:</p> <ul style="list-style-type: none"> • pharmacy administration and management; • drug distribution, use and control; • legal requirements; • providing health information services and advising patients; • pharmacist's ethical and professional responsibilities; and • drug and product information. <p>The intern is responsible for verifying board approval of his/her pharmacy preceptor.</p>	
<p>Continuing Education</p> <p>CE Requirements Brochure: http://www.michigan.gov/documents/lara/LARA_Pharmacy_CE_Brochure_4-11_376434_7.pdf</p>	<p>Completion of at least 30 hours of board-approved continuing education (CE), with at least 1 (one) hour in pain management and not less than 10 (ten) hours in live programs or courses during the 2-year period prior to the renewal of the license. Applicant may opt to complete a proficiency examination approved by the board to satisfy CE requirements.</p>	<p>Only upon random audit are CE certificates necessary for disclosure to the Board, which must therefore be retained for at least 4 years.</p>
<p>State Licensure Verification (Other jurisdiction's licensed in)</p>	<p>Applicant must indicate on the application whether he or she is or has been licensed in another state by Exam or by Endorsement.</p> <p>Verification includes, but is not limited to, record of any disciplinary actions taken or pending against applicant</p>	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from all other state licensing Boards where applicant holds or has ever held a Pharmacist license.</p>
<p>Additional Disclosures (Part of New Application)</p>	<p>Must disclose (in detailed explanation):</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a 	<p>Effective October 1, 2008, all applicants for a health profession license or registration in Michigan are required to submit fingerprints and undergo a criminal background check. Instructions are in the application packet.</p>

	<p>controlled substance (including motor vehicle violations)</p> <ul style="list-style-type: none"> • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced one (3) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Had 3 or more malpractice settlements, awards or judgments in any consecutive 5-year period. • Whether applicant ever had a federal or state health professional license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	
Licensure by Endorsement	<p>Yes. Applicants must submit application with appropriate fee, pass the jurisprudence exam, establish the applicant is currently licensed in another state, and verify all licenses from other states (current or previously held). Verification includes, but is not limited to, record of any disciplinary action taken or pending against applicant.</p>	<p>NABP Licensure and Exam history must be sent directly to the Michigan Board from NABP.</p> <p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from all other state licensing Boards where applicant holds or has ever held a Pharmacist license.</p>
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p>	

	(d) that a criminal history check has been conducted.	
Other Licensure or Registration Required (i.e., DEA, State Pharma, etc.)	Michigan Controlled Substance License (is obtained at same time as Initial Licensure) Michigan Automated Prescription System (MAPS) Registration— http://www.michigan.gov/lara/0,4601,7-154-35299_28150_55478---,00.html	
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.471b, beginning with 2018 Renewal and beginning in 2022 for initial registrations, licensees must complete training in identifying victims of human trafficking	
Educational Limited License (Intern License)	<p>The Applicant is eligible for intern licensure at the beginning of the first professional year or third year, if appropriate, of study in an ACPE accredited college or school of pharmacy. See “Clinical Experience/Training” section above for specific requirements.</p> <p>Graduates of foreign pharmacy programs that are not ACPE approved must complete the Foreign Pharmacy Graduate Examination Committee certification program (FPGEC) administered by the National Association of Boards of Pharmacy (NABP).</p> <ul style="list-style-type: none"> • Intern licenses for graduates of foreign pharmacy educational programs shall be renewed annually and shall remain active while applicant is actively completing the internship requirements. • Hours of internship are computed in the same manner as those for graduates of ACPE accredited programs (noted above). 	<p>Dean of Applicant’s college of pharmacy, or his/her authorized agent, must sign affidavit on the application form verifying enrollment in the college or school of pharmacy PHD program.</p> <p>Applicants must send a signed, written request to NABP so that an official copy of the FPGEC certificate will be sent directly to the Michigan Board.</p> <p>In addition to Application and Fee, all Applicants must submit fingerprints and undergo a criminal background check.</p>
Application Packets (website links)	<p>Initial Licensure/Relicensure/Renewal (online only): https://www.michigan.gov/lara/0,4601,7-154-89334_72600_85566---,00.html.</p> <p>Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf.</p> <p>Reclassification: https://www.michigan.gov/documents/lara/Application_for_Reclassification_of_Limited_Licenses_643907_7.pdf.</p>	
Relicensure	If license has expired less than 3 years , Applicant need only submit Relicensure Application, documentation of 30 hours of mandatory CE in 2 years prior to Application for Relicensure, Verification of licensure form each jurisdiction where a permanent license has been held.	If License lapsed more than 3 years, must submit Criminal Background Check/Fingerprint Request with Relicensure Application.

	<p>If license has lapsed more than 3 years but less than 8 years, applicant must satisfy the above requirements, pass the Michigan jurisprudence exam, and complete 200 hours under a preceptor within 6 months of applying for relicensure.</p> <p>If license has lapsed more than 8 years, applicant must satisfy all the above requirements, as well as complete an additional 200 hours under a preceptor (for a total of 400 hours), pass an examination measuring applicant's theoretical and practical knowledge of pharmacy (NAPLEX).</p>	
<p>Fees</p> <p><u>See License Renewal Fees</u></p>	<ul style="list-style-type: none"> • Initial: <ul style="list-style-type: none"> ○ License by Exam or Endorsement: \$100.70 ○ Pharmacist Intern: \$42.40 ○ Controlled Substance License— \$169.70 • Relicensure: <ul style="list-style-type: none"> ○ Less than 3 years lapsed: \$83.60 ○ More than 3 years: \$110.10 • Renewal <ul style="list-style-type: none"> ○ Full: \$74.20 ○ Limited (Clinical Academic / Educational): \$15.90 ○ Special Volunteer: Free 	
Other Requirements or Restrictions	<p>If any applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect.</p>	

PHARMACY TECHNICIAN (CPHT)

PHC Article 15, Part 177, MCL 333.17701 – 17780

Administrative Rules 338.3651 – 338.3665

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Pharmacy</u>
<u>Duration Licensure/Registration:</u> Original: 1 year or less Renewal: 2 years Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must be paid at the time of renewal within the 60-day grace period.	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: bhphelp@michigan.gov Website: http://www.michigan.gov/lara

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	Applicant must have graduated from high school, passed the General Educational Development Test (GED), or passed another Board-approved graduate equivalency examination.	
Examination	For Licensure by Examination, the applicant must complete one of the following: (1) Pass the certified pharmacy technician examination offered by the Pharmacy Technician Certification Board (PTCB); (2) Pass the certified pharmacy technician examination offered by the National Healthcareer Association; (3) Pass a different Board-approved, nationally recognized and administered pharmacy technician certification examination; or (4) Complete a Board-approved Michigan employer-based training program.	Applicants for Licensure by Examination must have certification of their examination scores submitted directly to the Board by the PTCB, National Healthcareer Association, a different Board-approved certification organization, or an approved Michigan employer-based training program.
Clinical Experience/Training	If applying for a limited license , applicant must have completed at least 1,000 hours of employment in the 2-year period immediately preceding the application. Also note that to obtain a limited license, the applicant must have been	Documentation must be provided to the Board that the applicant has met the 1,000-hour requirement.

	employed by a pharmacy on December 22, 2014 and they must have maintained that employment since.	
Continuing Education	<p>Completion of at least 20 hours of board-approved continuing education (CE), with at least one (1) hour in each of the following: pain and symptom management, patient safety, and pharmacy law.</p> <p>The remaining seventeen (17) hours must relate to one of the following subject matters: medication or drug distribution; inventory control systems; mathematics and calculations; biology; pharmaceutical sciences; therapeutic issues; pharmacy operations; pharmacology, drug therapy or drug products; preparation of sterile products; prescription compounding; drug repackaging; patient interaction or interpersonal skills and communication.</p> <p>Applicant may opt to complete a proficiency examination approved by the board to satisfy CE requirements.</p> <p>Applicants licensed for less than one year in Michigan prior to renewal does not need to satisfy the CE requirement.</p> <p>Applicants licensed for more than one year but less than two years need only complete ten (10) hours of CE.</p>	Submission of the renewal application constitutes compliance with CE requirements. The licensee must retain documentation of meeting the CE requirements for a period of three (3) years.
State Licensure Verification (Other jurisdiction's licensed in)	<p>Applicant must indicate on the application whether he or she is or has been licensed in another state by Exam or by Endorsement.</p> <p>Verification includes, but is not limited to, record of any disciplinary actions taken or pending against applicant</p>	A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from all other state licensing Boards where applicant holds or has ever held a Pharmacist license.
Additional Disclosures (Part of New Application)	<ul style="list-style-type: none"> Applicants must submit to a Criminal Background Check. Applicants must demonstrate that they are of good moral character. 	Once applicant submits the online application, they will be emailed a confirmation letter with instructions to complete the criminal background check.
Licensure by Endorsement	Yes. Applicants must submit the application with appropriate fee, establish the applicant is currently licensed in another state, and verify all	A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from

	<p>licenses from other states (current or previously held). Verification includes, but is not limited to, record of any disciplinary action taken or pending against applicant.</p> <p>If applicant has been licensed for less than 5 years, the applicant must submit proof of having passed one of the Board-approved examinations required for licensure by examination.</p>	<p>all other state licensing Boards where applicant holds or has ever held a Pharmacist license.</p> <p>Exam history must be sent directly to the Michigan Board from the organization that administered the examination.</p>
Other Licensure or Registration Required (i.e., DEA, State Pharma, etc.)		
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.3659, an individual licensed or seeking licensure must complete training in identifying victims of human trafficking. This requirement is applicable to all license renewals and will be effective for all individuals seeking initial licensure on March 16, 2021.	
Application Packets (website links)	Initial Licensure/Relicensure/Renewal (online only): https://www.michigan.gov/lara/0,4601,7-154-89334_72600_85566---,00.html .	
Renewal	<p>An applicant for renewal must complete the following:</p> <p>(1) Submit the renewal form with the appropriate fee;</p> <p>(2) Complete training in identifying victims of human trafficking; and</p> <p>(3) Complete the CE requirements specified above.</p>	<p>Submission of the renewal application constitutes compliance with CE requirements. The licensee must retain documentation of meeting the CE requirements for a period of three (3) years.</p> <p>An applicant may be selected for audit and must submit proof of having completed training in identifying victims of human trafficking. If applicant is selected for audit they must submit a Proof of Completion Certificate or a self-certification statement.</p>
Relicensure	<p>If license has been expired for 3 years or less, applicant need only submit the Relicensure Application with the appropriate fee and documentation of completing the requisite 20 hours of mandatory CE in the 2-year period prior to submitting the Application for Relicensure.</p> <p>If license has lapsed more than 3 years, applicant must satisfy the above requirements, and must have passed one of the Board-approved</p>	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from all other state licensing Boards where applicant holds or has ever held a Pharmacist license.</p> <p>Exam history must be sent directly to the Michigan Board from the organization that administered the examination.</p>

	<p>examinations within the 2-year period prior to submitting the application for relicensure.</p> <p>Alternatively, if an applicant's Michigan license has lapsed but they have a valid license in another state, they shall: (1) submit the application form and appropriate fee; (2) submit proof of having completed the required 20 CE hours in the 2-year period prior to submitting the application; and (3) submit to license verification for all out-of-state licenses.</p>	
<p>Fees</p> <p><u>See License Renewal Fees</u></p>	<ul style="list-style-type: none"> • Initial: <ul style="list-style-type: none"> ○ License by Exam or Endorsement: \$91.80 ○ Limited: \$21.60 ○ Temporary Pharmacy Technician: \$16.20 (1-year; non-renewable) • Relicensure: \$111.80 • Renewal <ul style="list-style-type: none"> ○ Full: \$64.80 ○ Limited: \$21.60 	
Other Requirements or Restrictions		

PHYSICAL THERAPIST (PT)/
PHYSICAL THERAPIST ASSISTANT

PHC Part 178, MCL §§ 338.17801-17831

Administrative Rules 338.7101-7150

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Board of Physical Therapy</u>
<u>Duration Licensure/Registration:</u> Original Licensure: Up to one (1) year. Renewal: 2 years (cycle begins 8/ 1)	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: bhphelp@michigan.gov Website: http://www.michigan.gov/lara
Renewal Information: Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period. Online renewal: http://www.michigan.gov/elicense	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>Physical Therapist (PT) & Physical Therapy Assistant (PTA):</p> <p>Graduate from a CAPTE-accredited physical therapy educational program.</p> <p>Graduates of postsecondary institutions outside the United States that are not CAPTE-accredited must provide verification that he/she completed a physical therapy educational program that is substantially equivalent to a program accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE).</p>	<p>CAPTE-Accredited Education: Final, official transcripts of PT or PTA education showing degree earned (PT or PTA) and date conferred must be sent to Board directly from school.</p> <p>Non-CAPTE accredited Foreign Education: Evidence of having completed a substantially equivalent physical therapist educational program includes an evaluation of the</p>

		applicant's non –accredited education by the Foreign Credentialing Commission on Physical Therapy (FCCPT) or another credentialing agency that utilizes the FCCPT's course work tool (CWT) that was utilized at the time the applicant graduated. Evaluations using the appropriate FCCPT CWT may also be performed by International Consultants of Delaware, Inc., or International Education Research Foundation, Inc. The evaluation must be submitted to the Board directly from the credentialing agency.
Examination	<ul style="list-style-type: none"> • Passing scores on the National Physical Therapist Examination (NPTE) developed, administered, and scored by the Federation of State Boards of Physical Therapy (FSBPT). Applicants who fail the exam may retake it without limitation. However, an applicant may only take the NPTE exam a maximum of 3 times in any 12-month period. • Passing score on the Jurisprudence Examination (score of not less than 75%). <ul style="list-style-type: none"> ○ For Foreign Educated Applicants whose education was not taught in English: <ul style="list-style-type: none"> Passing scores on the TOEFL-ibt ○ Obtain a total score of not less than 89 on the Test of English as a Foreign Language internet-based test (TOEFL-ibt) administered by the ETS and obtained the following section scores: <ul style="list-style-type: none"> ▪ Reading: Not less than 21; ▪ Listening: Not less than 18; ▪ Speaking: Not less than 26; ▪ Writing: Not less than 24. <p>Physical Therapy Assistant:</p> <p>Applicants who graduated from a CAPTE-accredited PTA program before January 1, 2008, are not required to pass the NPTE PTA examination in order to obtain a Michigan PTA</p>	<p>An applicant must register with the FSBPT for the NPTE for either PT's or PTA's online (www.fsbpt.net/pt).</p> <p>Applicants are eligible for the examination once final transcript or CWT evaluation showing equivalency are received or if an official letter is received from a CAPTE-accredited program indicating that the applicant is currently enrolled in the final semester, term, or quarter of the program and is expected to graduate.</p> <p>Results of a passing NPTE score must be submitted directly from the FSBPT to the Board.</p> <p>Beginning June 1, 2017, applicants must take the jurisprudence examination through PSI, which can be scheduled at www.psiexams.com.</p> <p>TOEFL-ibt scores must be sent directly to the Board directly from</p>

	license. All other PTA applicants must pass the NPTE examination.	ETS using Institutional Code 9175 (www.ets.org/toefl).
Professional Development Requirements (Continuing Education)	<p>At least twenty-four (24) hours of professional development requirement (PDR) credits in the two (2) years preceding an application or renewal. Licensee shall earn at least 1 PDR credit in the area of pain and symptom management.</p> <p>Approved activities to earn PDR credit include, but are not limited to: (a) an approved CE program (Max of 20 PDR credits); (b) passing a postgraduate academic course offered by an accredited physical therapist educational program, assistant educational program, or a nationally accredited university or college (Max 20 PDR credits at 15 PDR credits/semester credit); (c) reading an article in a scientific or professional journal (Max 6 PDR credits at 1 PDR credit/article); (d) viewing/listening to media related to physical therapy (Max 6 PDR credits at 1 PDR credit/hour spent viewing/listening); (e) Presentation of a CE program related to physical therapy (Max 12 PDR credits at 2 PDR credits/50-60 minutes of presentation); (f) completing the FSBPT practice review tool (Max 10 PDR credits at 10 PDR credits/completion)</p>	<p>Submission of an application for renewal constitutes certification of compliance with the PDR credit requirement.</p> <p>Licensee shall retain documentation of satisfactorily completing PDR requirements for a period of three (3) years from the date of license renewal.</p> <p>If audited, the licensee shall submit the following proof of PDR completion: (a) Copy of letter or certificate of completion; (b) Copy of transcript; (c) Documentation from the journal or a copy of the completed general response form; (d) Copy of completed evaluation or general response form; (e) Letter from program sponsor confirming the presentation date and time; (f) submit documentation from FSBPT verifying completion of practice review tool.</p>
State Licensure Verification (Other jurisdictions where applicant has ever been licensed)	<p>The Physical Therapy Board requires verification from all states where applicant has ever held a PT or PTA license.</p> <p>If any sanctions have been imposed against a licensee, documentation must be submitted demonstrating the sanctions are not in force at the time of application.</p>	<p>All applicants must arrange for verification of licensure from any state where applicant holds or has ever held a permanent license to practice as a PT or PTA to be sent directly to the Michigan Board from each state licensing agency.</p> <p>Verification includes, but is not limited to, showing proof of any disciplinary action taken or pending disciplinary action imposed.</p>
Licensure by Endorsement	<p>Must be currently licensed in at least one other state to apply by endorsement.</p> <p>Passing score on the Jurisprudence examination (at least 75%)</p>	<ul style="list-style-type: none"> Same documentation requirements already listed for criminal background check, disclosures, transcripts, foreign educational credential

	<p>Verification of licensure from any state in which applicant has ever been licensed as a PT or PTA</p> <p>Passing score on the NPTE</p> <p><u>If licensed in another state for less than 5 years,</u> the Board must also receive either:</p> <ul style="list-style-type: none"> ○ a final, official transcript of from a CAPTE-accredited physical therapy education program OR ○ Evaluation of the physical therapy education using the FCCPT CWT; <p>If education program was not taught in English, applicant must satisfactorily complete the TOEFL-ibt</p>	<p>evaluations, TOEFL scores, license verification, and jurisprudence examination.</p> <ul style="list-style-type: none"> • Applicant must contact FSBPT to have NPTE exam scores submitted directly to the Michigan Board (www.fsbpt.org).
Additional Disclosures for all application types	<p>Must disclose (with detailed explanation):</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced one or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Had 3 or more malpractice settlements, awards or judgments in any consecutive 5-year period. • Whether applicant ever had a federal or state health professional license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified. 	<p>Effective October 1, 2008, all applicants for a health profession license or registration in Michigan are required to submit fingerprints and undergo a criminal background check. Instructions are in the application packet</p>
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p>	

	<p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.7126, Beginning with 2018 Renewal and beginning in 2022 for initial registrations, applicants must complete training in identifying victims of human trafficking.	
Fees <u>See License Renewal Fees</u>	Physical Therapist and Physical Therapist Assistant: <ul style="list-style-type: none"> • Initial License (up to 1 yr): \$116.65 • Relicensure (if lapsed): \$136.65 • Renewal : \$190.90 	
Relicensure	<p>An applicant whose license has lapsed for less than 3 years preceding the date of application must meet the following requirements: Submit an application for eLicense with appropriate fees;</p> <ul style="list-style-type: none"> • Submit proof of completing not less than 24 PDR credits during the 2-year term immediately preceding application; • Obtain a passing score (75%) on the Michigan Jurisprudence exam; and • Arrange for verification of licensure from any state in which applicant has ever been licensed as a PT or PTA <p>An applicant whose license has lapsed for 3 years or more preceding the date of application for relicensure may be relicensed if the applicant meets the requirements listed above, completes the criminal background check process AND establishes either:</p> <ul style="list-style-type: none"> • S/he has been employed as a PT or PTA in another jurisdiction recognized by the FSBPT for a minimum of 500 hours during the 2-year period immediately preceding the date of the application for relicensure; or 	<ul style="list-style-type: none"> • Same documentation requirements already listed for criminal background check, disclosures, license verification, jurisprudence examination, and NPTE if applicable. <p>Official letter from employer, pay records, or tax records to verify employment</p>

	<ul style="list-style-type: none"> • S/he has passed the NPTE. 	
Application Packets (website links)	<p>Initial Licensing/Relicensure: https://www.michigan.gov/documents/lara/Physical_Therapy_form_new_fees_and_juris_543454_7.pdf</p> <p>Renewal (must be performed online): http://www.michigan.gov/elicense</p> <p>Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf</p>	
Other requirements	All full license applicants (and applicants for relicensure whose license has been expired for more than three years) must submit fingerprints and undergo a criminal background check.	

PHYSICIAN ASSISTANT (PA)

MCL 333.1101, et seq.
(as revised by Public Act 210 of 2011);
Administrative Rules 338.6101-6401

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Task Force on Physician's Assistants</u>
<u>Duration of Licensure:</u> Temporary: 18 months or until PANCE exam failed or full license is issued Original full license: 1 year or less Renewal: 2 years (cycle begins 9/1)	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: bhphelp@michigan.gov Website: http://www.michigan.gov/lara
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew, otherwise deemed lapsed as of original expiration date. \$20 late fee if renewed during grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	Graduation from a PA educational program that is accredited by the Accreditation Review Commission on Education for the Physician Assistant, Inc (ARC-PA) Applicants may also apply for a temporary license that allows applicant to work until all requirements for full licensure are completed. A temporary license is valid for not more than 12 months, is non-renewable, and will be revoked upon notification that the applicant has failed the examination.	A final, official transcript submitted directly by the educational institution showing the date the PA degree was conferred. For applicants seeking a temporary license, the school must send either a) a final, official transcript of the PA degree or b) an official letter of good standing from the Dean or Program Director that includes the date of completion of the PA program.
Examination	Passing scores on the Physician Assistant National Certifying Exam (PANCE), administered and scored by the National Commission on Certification of Physicians' Assistants (NCCPA).	A PANCE Examination scores must be sent directly to the Board office by NCCPA.
Continuing Education	None.	

Licensure by Endorsement	<p>If currently licensed in another state:</p> <p>Must submit application and fee, along with the following:</p> <ul style="list-style-type: none"> • Submit fingerprints and undergo a criminal background check. • Passing scores on the PANCE examination. • Verification of Licensure must be provided from any state where the applicant has ever held a permanent physician's assistant license. • Final, official transcripts if first licensed in another state after July 7, 1986. 	<p>Same documentation requirements listed here for criminal background check, disclosures, transcripts, and PANCE exam scores.</p> <p>All applicants must arrange for verification of licensure from any state where applicant holds or has ever held a permanent license to practice as a physician's assistant to be sent directly to the Michigan Board.</p>
State Licensure Verification (Other jurisdictions where applicant has ever been licensed)	<p>For all license and relicensure applications, Michigan requires verification from all states or provinces where applicant has ever held a license to ensure there have been no disciplinary actions and to ensure license is in good standing.</p> <p>Verification includes, but is not limited to, showing proof of any disciplinary action taken or pending against the applicant.</p>	<p>All applicants must arrange for verification of licensure from any state where applicant holds or has ever held a permanent license to practice as a physician's assistant to be sent directly to the Michigan Board.</p>
Additional Disclosures	<p>Must disclose (in detailed explanation):</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced one (3) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Had 3 or more malpractice settlements, awards or judgments in any consecutive 5-year period. • Whether applicant ever had a federal or state health professional license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action 	<p>Effective October 1, 2008, all applicants for a health profession license or registration in Michigan are required to submit fingerprints and undergo a criminal background check. Instructions are in the application packet.</p>

	<ul style="list-style-type: none"> • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	
Relicensure	<p>If PA license is lapsed less than 3 years, relicensure application must be submitted with fee to Michigan Task Force on Physician's Assistants and Verification of Licensure must be provided from any state where the applicant has ever held a permanent physician's assistant license.</p> <p>If license has lapsed more than 3 years, applicant must submit fingerprints and undergo a criminal background check, and either:</p> <ul style="list-style-type: none"> • Submit Verification of Licensure from any state where applicant has ever held a permanent physician's assistance license in the 3-year period immediately preceding application; or • Submit a score report showing that the applicant passed either the NCCPA certifying (PANCE) or recertifying (PANRE) examination within the 10-year period immediately preceding the date of application. 	Same documentation requirements as listed here for verifications, criminal background check, and receipt of either PANCE or PANRE exam scores from NCCPA
Fees See <u>License Renewal Fees</u>	<ul style="list-style-type: none"> • Initial By Exam/Endorsement: \$153.70 • Controlled Substance: \$169.70 • Temporary PA: \$37.10 • PA Renewal: \$116.60 • CS Renewal: \$159.10 • Relicensure: \$173.70 	
Forms available online	<p>Initial License / Relicensure / Renewal (online only): https://www.michigan.gov/lara/0,4601,7-154-89334_72600_85566---,00.html.</p> <p>Other applications and forms: http://www.michigan.gov/lara/0,4601,7-154-72600_72603_27529_27550---,00.html</p> <p>Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf.</p> <p>Reclassification of Limited License: https://www.michigan.gov/documents/lara/Application_for_Reclassification_of_Limited_Licenses_643907_7.pdf.</p>	

Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>								
Other Licensure or Registration Required (i.e., DEA, State Pharma, etc.)	<p>Effective 3/22/17, a PA may obtain a Michigan Controlled Substance License.</p> <table><tr><td>Controlled</td><td>Substance</td><td>License</td><td>Application:</td></tr><tr><td colspan="4">https://www.michigan.gov/documents/lara/lara_pharm_cs_app_0314_450189_7.pdf.</td></tr></table> <p>Drug Treatment Program Prescriber License (if PA manufactures, distributes, or dispenses controlled substances in a Drug Treatment Program).</p>	Controlled	Substance	License	Application:	https://www.michigan.gov/documents/lara/lara_pharm_cs_app_0314_450189_7.pdf .			
Controlled	Substance	License	Application:						
https://www.michigan.gov/documents/lara/lara_pharm_cs_app_0314_450189_7.pdf .									
Other Training & Requirements	<p>Pursuant to MCL 333.17060 and R 338.6103, applicants must complete training in identifying victims of human trafficking.</p> <p>Effective March 22, 2017, all PAs must enter into a Practice Agreement with a Physician (MD or DO) or Podiatrist pursuant to MCL 333.17047 (MD), MCL 333.17547 (DO) or MCL 333.18047(DPM).</p>								

PODIATRIST (DPM)

PHC Article 15, Part 180, MCL 333.18001...333.18058

Administrative Rules 338.8101 – 338.8145

<p>Type of License/Registration/ Certification:</p> <p>License</p> <p>License Application and Fee valid for 2 years from date of receipt</p>	<p>Regulatory Body:</p> <p>Bureau of Health Professionals</p> <p>Department of Licensing & Regulatory Affairs (LARA)</p> <p><u>Michigan Board of Podiatric Medicine & Surgery</u></p>
<p><u>Duration Licensure/Registration:</u> (Cycle begins 7/1)</p> <p>Original: 1 year or less except for Volunteer License which is 3 years</p> <p>Educational: 1 year (renewable 5 times)</p> <p>Full & Volunteer Licenses: 3 years</p>	<p>Contact Information:</p> <p>P.O. Box 30670</p> <p>Lansing, MI 48909</p> <p>Phone: (517) 335-0918</p> <p>Fax: (517) 373-7179</p> <p>Email: bhpinfo@michigan.gov</p> <p>Website: http://www.michigan.gov/lara</p>
<p>Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must be paid at the time of renewal within the 60-day grace period.</p>	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	Full License: Applicant must have graduated from a school of podiatric medicine approved by the Board.	Final, official transcripts that include the date the degree was conferred must be submitted directly from the educational institution.
Examination	<p>Passing scores on Parts I, II, and III of the APMLE (formerly NBPME examinations. (Applicant is eligible for Part III upon receipt of full license application, fee, and final transcripts).</p> <p>Passing score (75%) on the Michigan Jurisprudence Examination.</p>	<p>APMLE (NBPME) scores must be sent to the Board directly from Prometric/NBPME.</p> <p>Applicant must request Prometric/NBPME to have his/her National Board exam scores for Part I and Part II sent directly to the Board.</p> <p>If Part III was taken in another state, the applicant must contact the Federation of Podiatric Medical Boards to have those scores sent directly to the Board.</p>

		The Jurisprudence Examination may be scheduled online at www.psiexams.com or by calling PSI at 800-733-9267.
Clinical Experience	Satisfactory completion of 1 year of postgraduate training in an approved preceptorship or residency program. If the training takes place in Michigan, must obtain Educational Limited License before any credits for training will be counted.	The Preceptor or Director of the training program must submit a Certification of Residency Training or Preceptorship form directly to the Board. Certification may not be sent more than 30-days prior to completion of the program.
Continuing Education CE Administrative Rules: 338.8125 – 338.8128 CE Requirements Brochure: http://michigan.gov/documents/lara/LARA_Podiatry_CE_Brochure_5-11_376435_7.pdf	Licensees must obtain at least 150 hours of continuing education in courses or programs approved by the Board during the 3-year period prior to the date of renewal of his/her full or Volunteer license. Applicant must complete not less than 5 CE hours in pain and symptom management. Not less than 75 hours of the required 150 hours must be earned in courses or programs related to podiatry practice, education, administration, management or science offered by a sponsor accredited or approved by the Council on Podiatric Medical Education (CPME).	Submission of an application for renewal constitutes a certification of compliance with the CE requirements. Certificates of CE completion must be submitted to Board when required. Records documenting the completion of continuing education should be retained for a period of 4 years after the renewal of the license.
State Licensure Verification (Other jurisdiction's licensed in)	For all initial license and relicensure applications, Michigan requires verification from all states or provinces where applicant has ever held a license to ensure there have been no disciplinary actions and to ensure license is in good standing. Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.	All applicants must arrange for verification of licensure from any state where applicant holds or has ever held a permanent license to practice as a podiatrist to be sent directly to the Michigan Board.
Additional Disclosures (Part of New Application)	<ul style="list-style-type: none"> • Must disclose (in detailed explanation): • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) 	Effective October 1, 2008, all applicants for a health profession license or registration in Michigan are required to submit fingerprints and undergo a criminal background check. Instructions are in the application packet.

	<ul style="list-style-type: none"> • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced one (3) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Had 3 or more malpractice settlements, awards or judgments in any consecutive 5-year period. • Whether applicant ever had a federal or state health professional license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	
Licensure by Endorsement	<p>If an applicant has been licensed in another state for a minimum of 10 years immediately preceding the date the application was submitted, applicant must submit the application with appropriate fee, obtain not less than 75 on the podiatric jurisprudence examination, and arrange for verification of any license he or she has ever held in another state. Verification includes, but is not limited to, record of any disciplinary action taken or pending against applicant.</p> <p>If applicant has not been licensed for at least 10 years in another state prior to application, he or she must satisfy the following requirements:</p> <ul style="list-style-type: none"> • Submit application with appropriate fee • Arrange for verification of any license applicant has ever held in another state. Verification includes, but is not limited to, record of any disciplinary action taken or pending against applicant. • Have graduated from a board-approved school of podiatric medicine; • Have satisfactorily completed a postgraduate residency approved by the board; 	Same documentation requirements listed above for criminal background check, disclosures, transcripts, clinical experience, license verification, jurisprudence examination and submission of APLME/NBPME exam scores

	<ul style="list-style-type: none"> Have been licensed initially in another state and had achieved a score of pass on each part of the examination developed and scored by the National Board of Podiatric Medical Examiners; and Have obtained not less than 75 on the podiatric jurisprudence examination. 	
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other Licensure or Registration Required (i.e., DEA, State Pharma, etc.)	<p>Michigan Controlled Substance License (can be obtained at same time as Initial Licensure).</p> <p>Michigan Automated Prescription System (MAPS) Registration— http://www.michigan.gov/lara/0,4601,7-154-35299_28150_55478---,00.html.</p> <p>DEA Registration (must apply to Federal DEA: http://www.dea.gov).</p>	Application, fee, and active DPM license.
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.17060 and R 338.8102, applicants must complete training in identifying victims of human trafficking for renewals beginning in 2018 and initial licensures beginning in 2022.	
Volunteer License	<p>Only available for retired podiatrists who were previously licensed in Michigan but no longer hold a current, active license. Only available if donating treatment and care in Michigan to indigent and needy individuals or individuals in underserved areas.</p> <p>If full DPM license has been lapsed more than 3 years, must obtain at least 90 hours of approved</p>	<p>Application and fee for CS license (\$90.15 for one-year CS License, \$169.70 for a two-year CS License, or \$249.25 for a three-year CS License) only, as there is no fee for Volunteer license.</p> <p>Completed Volunteer License Affidavit.</p>

	<p>CE activities in 3 years preceding application for Volunteer License. Continuing Education requirements for full licensure renewal (150 CE hours in 3-year period) apply to Volunteer License.</p> <p>Verification of licensure from any state where applicant holds or has ever held a permanent podiatrist license.</p> <p>When renewing, must submit completed Volunteer License Renewal Affidavit verifying that podiatric care is being donated at no cost to indigent and needy or underserved population in Michigan.</p>	<p>Certificates of CE completion must be submitted to Board when required. Records documenting the completion of continuing education should be retained for a period of 4 years after Volunteer License is issued or renewed.</p> <p>All applicants must arrange for verification of licensure from any state where applicant holds or has ever held a permanent license to practice as a podiatrist to be sent directly to the Michigan Board. For renewal: Submit completed Volunteer License Renewal Affidavit.</p>
Educational Limited License	<p>Required for completion of internship or preceptorship in Michigan.</p> <ul style="list-style-type: none"> • Submit application and appropriate fee to the Board • Submit fingerprints and undergo a criminal background check. • Arrange for the school to submit a final, official transcript showing the date the DPM was conferred directly to the Board • Verification of Licensure from any state where a permanent podiatry license is or has ever been held • Arrange for Prometric/NBPME to submit the passing scores for the Part I and II exams OR for Part III scores to be sent directly from FPMB. • Proof of appointment to an Internship or until November 13, 2019 proof of appointment to a board-approved Preceptorship training program. 	<p>The Director of the internship program must submit a <i>Certification of Appointment to a Hospital Training Program</i> form directly to the Board. For a Preceptorship, the Preceptor must submit an <i>Application for Approval of a Preceptorship Program</i> form to the Board for prior approval of the preceptorship program.</p> <p>Same documentation requirements listed above for criminal background check, transcripts, license verification, and submission of Part I/Part II or Part III exam scores</p>
Application Packets (website links)	<p>Initial License/Renewal/Relicensure (online only): https://www.michigan.gov/lara/0,4601,7-154-89334_72600_85566---,00.html.</p> <p>Volunteer License: https://www.michigan.gov/documents/lara/Special_Volunteer_003_546538_7.pdf</p> <p>Reinstatement of Revoked/Suspended License:</p>	

	<p>https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf.</p> <p>Reclassification: https://www.michigan.gov/documents/lara/Application_for_Reclassification_of_Limited_Licenses_643907_7.pdf.</p>
Relicensure	<p>If license has expired less than 3 years, Applicant must submit Relicensure Application, demonstration of his or her good moral character, documentation of 150 hours of approved CE in 3 years prior to Application for Relicensure (with at least 75 of those hours earned in earned in courses or programs related to podiatry practice, education, administration, management or science offered by a sponsor accredited or approved by the Council on Podiatric Medical Education (CPME).), Verification of licensure from each jurisdiction where a permanent DPM license is held or has ever been held, and applicable fees (DPM & CS license), verification s/he received a passing score (75%) on the jurisprudence exam.</p> <p>If expired more than 3 years and licensed in another state, must complete the requirements above and complete Criminal Background Check/Fingerprint process.</p> <p>If expired more than 3 years and not licensed in another state, must complete the above requirements and pass the APMLE Part III.</p>
<p>Fees</p> <p>See License Renewal Fees</p>	<ul style="list-style-type: none"> • Podiatric Medicine by Exam and Endorsement \$328.75 • Controlled Substance \$249.25 • Podiatric Medicine Renewal- \$302.25 • Controlled Substance Renewal Application Fee - \$238.65 • Educational Limited License - \$53.00 • Educational Limited Renewal - \$ 26.50 (1 year, but no more than 5 years) • Controlled Substance - \$90.15 • Controlled Substance Renewal - \$ 79.55 • Special Volunteer: Free • Relicensure (Full)— \$348.75 • Controlled Substance Renewal— \$90.15
Additional Requirement	<p>If applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect.</p>

PSYCHOLOGIST (LP/PsyD)

PHC, Art 15, Part 182, MCL §§ 333.18201 – 333.18237

Administrative Rules 338.2501 – 338.2585

<p>Type of License/Registration/ Certification:</p> <p>License</p> <p>License Application and Fee valid for 2 years from date of receipt</p>	<p>Regulatory Body:</p> <p>Bureau of Health Professionals</p> <p>Department of Licensing & Regulatory Affairs (LARA)</p> <p><u>Michigan Board of Psychology</u></p>
<p><u>Duration Licensure/Registration:</u></p> <p>Master's Level</p> <p>Temporary Limited Master's License (TLLP): 2 Years (no renewal) from date of issue</p> <p>Original Master's Limited Licensure: Up to one (1) year;</p> <p>Renewal: 2 years (Cycle begins 9/1)</p> <p>Doctoral Level</p> <p>Original Doctoral Limited License: Up to one (1) year;</p> <p>Renewal: One year & only 5 renewals allowed (cycle begins 9/1)</p> <p>Original Full Doctoral License: Up to one (1) year;</p> <p>Renewal: 2 years (Cycle begins 9/1)</p>	<p><u>Contact Information:</u></p> <p>P.O. Box 30670</p> <p>Lansing, MI 48909</p> <p>Phone: (517) 335-0918</p> <p>Fax: (517) 373-7179</p> <p>Email: bhphelp@michigan.gov</p> <p>Website: https://www.michigan.gov/lara</p>
<p>Renewal applicants have sixty (60) day grace period from date license expires to renew (all renewals completed online), otherwise license will lapse as of the date of expiration. An additional \$20 late fee must be paid at the time of renewal within the 60-day grace period.</p>	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>Doctoral level licensure: An applicant must have graduated with a doctoral degree in psychology from a program that has obtained association of state and provincial psychology boards' (ASPPB) national register designation or that is accredited by the American Psychological Association (APA). Doctoral degree shall be integrated, organized sequence of study, which meets board approval. ; 75% of coursework hours required shall be primarily psychological in context.</p> <p>Master's level licensure: An applicant must have a master's degree in psychology from a board-approved, regionally accredited college, or university. Master's Degree shall be integrated,</p>	<p>Official transcripts that show the date applicants master's or doctoral degree was conferred must be submitted directly from the educational institution.</p> <p>Completed Certification of Psychology Education form must be submitted directly from the Dean, Registrar or Director of the Psychology educational program.</p>

	<p>organized sequence of study including 1 course in both assessment and treatment; 1 graduate course of at least 3 semester hours of credit or 15 hours of classroom instruction per semester hour in the study of scientific and professional ethics and standards; 75% of coursework hours of degree program shall be primarily psychological in context.</p>	
Examination	<p>Passing scores on the Examination for Professional Practice in Psychology (EPPP), developed by the Association of State and Provincial Psychology Boards (ASPPB). The passing score is determined by the ASPPB.</p>	<p>Passing scores sent electronically to the Michigan Board from the testing vendor.</p>
Work Experience/Training	<p>Doctoral level licensure: Completion of a 2,000-hour supervised internship program that is an integrated part of the doctoral degree program and takes place in an organized health care setting. Applicant shall not work less than 20 hours per week and must meet individually and in person with supervisor for minimum of 8 hours per month during internship program. Internship is required to obtain doctoral limited license.</p> <p>For a full doctoral license, applicant must complete at least 2,000 clock hours of post-graduate supervised experience in an organized health care setting. The supervisor must be a fully licensed psychologist. Experience shall be accumulated at not less than 16 clock hours per week nor more than 40 clock hours per week and must be completed in no more than 2 consecutive years. The applicant must meet individually and in person on a weekly basis with the supervisor for at least 4 hours a month.</p> <p>Applicant shall function as a psychologist using generally accepted applications of psychological knowledge and techniques. Applicant must hold a doctoral limited license if this work experience is obtained in Michigan.</p> <p>Master's Level Licensure – Completion of at least a 500-hour supervised practicum that is an integrated part of the master's degree program. The applicant must meet with his or her licensed supervisor for a minimum of 8 hours a month</p>	<p>The Supervision Confirmation Form confirming that the required experience was completed must be sent to the Board directly from the licensed supervisor.</p>

	<p>during the practicum. The applicant shall have acquired 1-year of post-master's degree experience. Practicum is required to obtain the Temporary Limited Master's License (TLLP).</p> <p>For a limited master's license, applicant must complete at least 2,000 hours of post-graduate supervised experience in an organized health care setting while functioning as a psychologist. The work experience must be supervised by a licensed psychologist. This experience shall be accumulated at not less than 16 clock hours per week nor more than 40 clock hours per week. Applicant must meet individually and in person with the supervisor for at least 4 hours per month. Applicant shall be supervised by psychologist and shall meet with supervisor for minimum of 4 hours a month during the 2,000 hours of post-master's degree experience. Applicant must hold TLLP license if the post-graduate hours are completed in Michigan.</p>	
Limited License	<p>Doctoral Level: A doctoral limited license must be obtained before completing post-graduate supervised work experience needed for full license if the work experience is gained in Michigan. The applicant must have graduated from a board-approved educational program, acquired at least 2,000 hours of internship experience during not more than a 2-year period</p> <p>Master's Level: A Master's Educational (Temporary) Limited License must be obtained before completing post-graduate work experience needed for Master's Limited License if the work experience is gained in Michigan.</p>	<p>Doctoral Level: Application, fee, final transcripts, Certification of Psychology Education Form, and Supervision Confirmation form showing completion of 2,000 Internship hours.</p> <p>Master's Level: Application, fee, final transcripts, Certification of Psychology Education Form, and Supervision Confirmation form showing completion of 500 practicum hours.</p>
Continuing Education	<p>An applicant who has been licensed for the two-year period immediately preceding the renewal application must acquire not less than 30 hours of continuing education (CE) hours, earned within the two-year period immediately preceding application.</p>	<p>Submission of an application for renewal shall constitute certification the applicant has complied with the CE requirement.</p> <p>If audited, the applicant must provide evidence of compliance with the CE requirements to the board.</p>

		The applicant shall retain documentation of meeting the CE requirement for a 3-year period from the date of applying for renewal.
State Licensure Verification (Other jurisdictions licensed in)	<p>For all license and relicensure applications, Michigan requires verification from all states or provinces where applicant has ever held a license to ensure there have been no disciplinary actions and to ensure license is in good standing.</p> <p>Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p>	All applicants must arrange for verification of licensure from any state or province where applicant holds or has ever held a permanent license to practice as a psychologist to be sent directly to the Michigan Board of Psychology
Additional Disclosures (Part of Initial & Relicensure Applications)	<ul style="list-style-type: none"> • Must disclose (in detailed explanation): • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced one (3) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Had 3 or more malpractice settlements, awards or judgments in any consecutive 5-year period. • Whether applicant ever had a federal or state health professional license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	Effective October 1, 2008, all applicants for a health profession license or registration in Michigan are required to submit fingerprints and undergo a criminal background check. Instructions are in the application packet.
Licensure by Endorsement	Both Master's and Doctoral Level: Applicant must arrange for verification of their license from all other states a license is held or has been held in, and meet any of the following: (i) have been first licensed in another state and engaged in the	Completed application on form provided by department and fee required.

	<p>independent practice of psychology for minimum of 10 years before date of filing application for Michigan license, (ii) hold a certificate of professional qualification (CPQ) in psychology issued by ASPPB, or (iii) hold a current health service provider credential (HSPC) issued by the National Register of Health Service Psychologists (NRHSP).</p>	<p>Applicants must arrange for verification of licensure from any state or province where applicant holds or has ever held a permanent license to practice as a psychologist to be sent directly to the Board of Psychology.</p> <p>If applicable, verification of current CPQ or HSPC in Psychology sent to the Board directly from ASPPB or NRHSP, respectively.</p>
Relicensure	<p>All applicants must arrange for verification of any licenses held or previously held in another state. Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p> <p>Full License: If license has lapsed less than 3 years, applicant may be relicensed by submitting Relicensure Application with appropriate fee and submitting proof of completing the required 30-hours of CE (see "Continuing Education" section above for specific requirements) within the 2-year period immediately preceding the application.</p> <p>If license has lapsed more than 3 years, applicant must satisfy the above requirements, and either pass the licensure examination or present evidence to the board that he or she was licensed as a psychologist at the doctoral level in another state at any time during the 3-year period immediately preceding the application.</p> <p>Limited License: If license has lapsed, an educational limited license may be relicensed by submitting the Relicensure Application with appropriate fee.</p>	<p>Submission of an application for renewal shall constitute certification the applicant has complied with the CE requirement.</p> <p>If audited, the applicant must provide evidence of compliance with the CE requirements to the board.</p> <p>The applicant shall retain documentation of meeting the CE requirement for a 3-year period from the date of applying for renewal.</p> <p>All applicants must arrange for verification of licensure from any state or province where applicant holds or has ever held a permanent license to practice as a psychologist to be sent directly to the Michigan Board of Psychology.</p> <p>If licensure examination is taken, results must be sent directly from test administrator to the board.</p>
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department,</p>	

	<p>board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>
Other Licensure/Registration Required (i.e., DEA, State Pharma, etc.)	None.
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.17060 and R 338.2525, Psychologists must complete training in identifying victims of human trafficking for renewals beginning in 2018 and initial licensures beginning in 2022.
Fees <u>See License Renewal Fees</u>	<ul style="list-style-type: none"> • Master's educational (temporary) limited license: \$100.70 • Master's limited license: \$127.25 • Doctoral Educational (temporary) limited License: \$100.70 • Doctoral limited license: \$95.40 • Initial License (full): \$159.05 • Relicensure: <ul style="list-style-type: none"> ○ Master's Limited: \$147.25 ○ Doctoral Ed Limited: \$115.40 ○ Full: \$179.05 • Renewal <ul style="list-style-type: none"> ○ Full: \$201.50 ○ Doctoral Limited: \$37.10 ○ Master's Limited: \$137.90 ○ Master's Temporary Limited: \$42.40 ○ Doctoral Temporary Limited: \$42.40 ○ Temporary Limited: Nonrenewable
Application Packets (website links)	<p><u>Initial License/Relicensure:</u> https://www.michigan.gov/documents/lara/Psychology_Endorsement_456377_7.pdf</p> <p>Renewal (must be done online): https://www.michigan.gov/elicense/</p> <p>Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf</p>
Additional Requirement	If applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect

REGISTERED NURSE (RN)

PHC Part 172, MCL §§ 333.17201 – 333.17242

Administrative Rules 338.10101 – 338.10705

<p>Type of License/Registration/ Certification:</p> <p>License License application and fee are valid for 3 years from date of receipt if applying by examination. All other applications (endorsement, relicensure, etc.) and fees are valid for 2 years from date of receipt.</p>	<p>Regulatory Body:</p> <p>Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Nursing</u></p>
<p><u>Duration Licensure/Registration:</u></p> <p>Original Licensure: Up to 1 Year Renewal: 2 Years (Cycle begins 4/1)</p>	<p><u>Contact Information:</u></p> <p>P.O. Box 30193 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: bhpinfo@michigan.gov Website: http://www.michigan.gov/healthlicense</p>
<p>Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must be paid at the time of renewal within the 60-day grace period.</p>	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>Graduation from an approved registered nurse education program.</p> <p>Canadian graduates: a graduate of a Canadian registered nurse program that is approved by a province in Canada and is taught in English. Program must also have been at least 60-weeks in duration and offered coursework in both theory and clinical practice as well as the core curriculum for registered nurse applicants.</p> <p>Foreign graduates (other than Canadian): must either obtain certification from the Commission on Graduates of Foreign Nursing Schools (CGFNS) or have a course-by-course evaluation of foreign nursing education completed by the Credential Evaluation Service (CES) of CGFNS. Program must also have been at least 60-weeks in duration and offered coursework in both theory and clinical</p>	<p>In-state graduates must have the school submit a Michigan Nursing School Certification form directly to the Michigan Board of Nursing.</p> <p>Out of State and Canadian graduates must have the school submit final transcripts to the Michigan Board of Nursing.</p> <p>Foreign graduates (other than Canadian): Applicant must have CGFNS submit directly to Board either verification of Certification or a completed Course-by-Course Report completed by the Credentials Evaluation Service (CES) of CGFNS, along with a CGFNS Language Report on English</p>

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	practice as well as the core curriculum for registered nurse applicants.	Proficiency (if applicable, i.. for programs not taught in English.
Examination	<p>All applicants must take and pass the NCLEX-RN examination.</p> <p>If educated in the United States, must take the NCLEX-RN exam within 2 years of graduation from an approved RN program.</p> <p>All Applicants must pass the NCLEX-RN within 12 months of his or her first attempt. If the NCLEX-RN is not passed after 3 attempts within this 12-month period, the applicant must complete an RN exam review course.</p> <p>After completing the review course, the applicant may take the examination 3 more times within a 12-month period. If an applicant has not passed the examination by the third attempt, s/he must complete a board-approved NCLEX-RN review course.</p> <p>An applicant has a maximum total of 6 attempts to pass the NCLEX-RN. If applicant has not passed the NCLEX-RN after 6 attempts in a two-year period, the applicant must repeat an entire, board-approved registered professional nurse education program.</p>	<p>Passing NCLEX scores electronically received by Michigan Board directly from NCSBN.</p> <p>If applicant did not pass examination by third attempt and was required to take review course, documentation of course completion must be sent to the board prior to retesting.</p>
Work Experience/Training	NOT APPLICABLE	
Continuing Education for Renewal or Relicensure	Must obtain at least 25 contact hours of continuing education, with at least one hour in pain and symptom management, in courses or programs approved by the Board during 2-year period prior to renewal/relicensure.	Certificates of CE completion must be submitted to Board when required. Records documenting the completion of continuing education should be retained for a period of 4 years after the renewal of the license.
Licensure Verification	<p>All applicants must verify licensure from any state or Canadian province where the applicant holds or ever held a permanent RN license.</p> <ul style="list-style-type: none"> • Must receive verification of current licensure from another US state. 	Verification of Licensure or Registration form must be sent directly to Michigan Board from licensing body of other state(s) or provinces where applicant currently or ever has held a license; NURSIS verifications are accepted from participating states.

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Additional Disclosures	<p>Must disclose (in detailed explanation):</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced one (3) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Had 3 or more malpractice settlements, awards or judgments in any consecutive 5-year period. • Whether applicant ever had a federal or state health professional license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	<p>Effective October 1, 2008, all applicants for a health profession license or registration in Michigan are required to submit fingerprints and undergo a criminal background check. Instructions are in the application packet.</p>
Licensure by Endorsement	<p>An applicant may be licensed by endorsement by:</p> <ul style="list-style-type: none"> • submitting the application form with the appropriate fee; • demonstrating s/he completed a nurse a registered nurse education program; • is currently licensed in another state, in which they received the license by passing an examination; and • the applicant submits verification of all his or her licenses held in other states, including record of any disciplinary action taken or pending against the applicant. <p>An applicant who graduated from a Canadian nurse education program, approved by a province of Canada, must show:</p>	<p>In addition to Application and requisite Fee:</p> <p>Verification of Licensure must be sent directly to Michigan Board from licensing body of other state(s) or provinces where applicant currently or ever has held a license. NURSUS verifications are accepted from participating states.</p> <p>Applicants educated outside of the United States or Canada who have not been licensed as a registered nurse in another state for at least five (5) years must submit (directly from the certifying agency) either:</p>

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<ul style="list-style-type: none"> The program was taught in English, was at least 60-weeks in duration, and included coursework in theory and clinical practice as well as the core curriculum or nurse applicants; Applicant holds a current, active license in Canada; and Applicant has not been sanctioned. <p>An applicant who graduated from a nurse education program outside the United States, must:</p> <ul style="list-style-type: none"> Provide documentation of graduation from a nurse education program, that is at least 60-weeks in duration and includes coursework in theory, clinical practice, and the core curriculum for nurse applicants.; Have passed the NCLEX-RN examination; and Have held an active license with no disciplinary actions in the United States for at least 5 years preceding application; 	<ul style="list-style-type: none"> a Full Education Course-by-Course Report completed by the CES/CGFNS <p>OR</p> <ul style="list-style-type: none"> certification by the CGFNS. Applicants whose education was not taught in English, the Michigan Board must also receive a CGFNS Language Report on English Proficiency
Other Licensure/Registration Required (i.e., DEA, State Pharma, etc.)	None.	
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.10105, beginning with 2018 Renewal and beginning in 2022 for initial registrations, applicants must complete training in identifying victims of human trafficking	
Relicensure	<p><u>When no license is currently held in another state:</u></p> <p>For licenses lapsed 3 years or less, the applicant must submit the Relicensure Application with the appropriate fee, establish his or her good moral character, submit proof of having completed at least 25 hours of CE (with at least 2 hours in pain and symptom management) earned within the two-year period immediately preceding application; and submit verification of licenses held in any other states.</p> <p>For licenses lapsed more than 3 years but less than 7 years, the applicant must satisfy the above requirements and must:</p>	Verification of Licensure must be sent directly to Michigan Board from licensing body of other state(s) or provinces where applicant currently or ever has held a license. NURSUS verifications are accepted from participating states.

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<ul style="list-style-type: none"> • Submit fingerprints and undergo Criminal Background Check pursuant to instructions received in Application Confirmation packet; • submit proof of completing the above CE requirements as well as a minimum of 3 CE hours in each of the following: safe documentation for nurses, critical skills for nurses, pharmacology, preventing education errors, professional and legal accountability for nurses, and delegation; • submit proof of certification of skill competency, which covers the following: head-to-toe physical assessment, medication administration, documentation, surgical asepsis and infection control, and safety. <p>For licenses lapsed more than 7 years, the applicant must satisfy all above requirements and must have retaken and passed the NCLEX-RN examination within a 3-year period immediately preceding the application.</p> <p><u>When applicant holds a current and valid license in another state:</u></p> <p>For licenses lapsed 3 years or less, applicant need only submit the Relicensure Application with the appropriate fee, establish his or her good moral character, and submit verification of all licenses held in other states (including record of any disciplinary action taken or pending against the applicant).</p> <p>For licenses lapsed more than 3 years, the applicant must satisfy the above requirements for an applicant holding a valid out-of-state license, submit fingerprints and undergo Criminal Background Check pursuant to instructions received in Application Confirmation packet, and submit proof of completion of 25 hours of continuing education completed in the two-year period immediately preceding application, with at least 2 CE hours in pain and symptom management.</p>	
Fees	<ul style="list-style-type: none"> • RN by Exam: \$54 • Canadian RN by exam & Temporary License: \$64 	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
See <u>License Renewal Fees</u>	<ul style="list-style-type: none"> Relicensure: \$74 Renewal (RN): \$126.00 	
Online Application (website link)	All applications/renewals are ONLINE ONLY through MiPLUS: www.michigan.gov/miplus	
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Provisional/ Temporary Licensure	<p>RN's who are currently licensed in more than 1 other state may obtain a provisional RN license (valid for 1 year) to work under the supervision of a fully licensed RN while awaiting completion of the application process for License by Endorsement.</p> <p>Individuals holding a registered nurse license issued by a Canadian Province can obtain a temporary license (valid for 1 year) to practice in Michigan while applying for and taking the NCLEX-RN examination.</p>	<p>Must receive verification of licensure from at least one state where currently licensed.</p> <p>Must receive verification of licensure from Canadian province.</p>
Additional Training	Pursuant to MCL 333.16148 and R 338.10105, Nurses must complete training in identifying victims of human trafficking for renewals beginning in 2018 and initial licensures beginning in 2022	If audited, the individual shall provide proof of completion of training by either a certificate issued by the training provider or a sufficient self-certification statement by the individual.
Additional Requirement	If applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect	

RESPIRATORY THERAPIST (RT)

PHC Part 187, MCL §§ 333.18701 - 18713

Administrative Rules 338.2201 – 338.2207

<p>Type of License/Registration/ Certification:</p> <p>License</p> <p>License application and fee valid for 2 years from date of receipt</p>	<p>Regulatory Body:</p> <p>Bureau of Health Professionals</p> <p>Department of Licensing & Regulatory Affairs (LARA)</p> <p><u>Michigan Board of Respiratory Care</u></p>
<p><u>Duration Licensure/Registration:</u></p> <p>Original Licensure: Up to one (1) year</p> <p>Renewal: 2 years (cycle begins 1/1)</p> <p>Renewal applicants have sixty (60) day grace period from date registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration</p>	<p><u>Contact Information:</u></p> <p>P.O. Box 30670</p> <p>Lansing, MI 48909</p> <p>Phone: (517) 335-0918</p> <p>Fax: (517) 373-7179</p> <p>Email: bhpinfo@michigan.gov</p> <p>Website: http://www.michigan.gov/healthlicense</p>

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<ul style="list-style-type: none"> • Completion of at least a two (2) year associate's degree program from a Board of Respiratory Care-approved college or university • Completion of a Board of Respiratory Care-approved respiratory therapist educational program 	<ul style="list-style-type: none"> • Have official transcripts showing completion of at least a two (2) year associate's degree program forwarded to the Board of Respiratory Care directly from the college/university (if degree program did not include training as an RT, applicant must have the college/university forward to the Board of Respiratory Care transcripts of the applicant's RT education) • Complete Section I of the Certification of Completion of a Respiratory Therapy Program form and forward to the Program Director of the RT education program for completion (the Program Director must forward the completed form directly to the Board of Respiratory Care)
Examination	<ul style="list-style-type: none"> • National Board of Respiratory Care ("NBRC") credentialing status and examination at the CRT ("certified respiratory therapist") level or above. 	Have NBRC forward official report of applicant's national examination scores and credentialing status

		directly to the Board of Respiratory Care
Continuing Education	None required.	Not applicable.
State Licensure Verification (Other jurisdiction's licensed in)	<p>All applicants must verify licensure from any state where the applicant holds or ever held a permanent respiratory therapist license.</p> <p>Verification includes, but is not limited to, showing proof of any disciplinary action taken or pending against the applicant.</p>	Each state board must verify licensure directly to the Board of Respiratory Care.
Additional Disclosures (Part of New Application):	<p>Must disclose (in detailed explanation):</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced one or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Had 3 or more malpractice settlements, awards or judgments in any consecutive 5-year period. • Whether applicant ever had a federal or state health professional license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	
Licensure by Endorsement	<p>If licensed in another state immediately preceding the date of filing the application, the applicant need only submit the application and appropriate fee.</p> <p>If applicant is not licensed in another state immediately preceding the filing of the application, the applicant must:</p> <ul style="list-style-type: none"> • Arrange for Certification of Completion of a Respiratory Therapy Program form to be submitted directly to the Board from the educational institution confirming the completion of the program; • Arrange for official transcripts to be sent directly to the Board from the accredited college or university; and • Arrange for the NBRC to submit an official report to the Board that the applicant is currently registered or certified by the NBRC 	<ul style="list-style-type: none"> • Have educational program forward transcripts of respiratory education directly to the Board of Respiratory Care. • Have NBRC forward official report of applicant's national examination scores and credentialing status directly to the Board of Respiratory Care.

	<p>or passed the NBRC certification exam within 2 years of submission.</p> <p>If Applicant is a Canadian registered respiratory therapist and is currently certified by the U.S. NBRC, then s/he need only arrange for the NBRC to submit an official report to the Board indicating the applicant is currently registered or certified.</p> <p>If Applicant is a Canadian registered respiratory therapist that is NOT currently certified by the U.S. NBRC, the applicant must:</p> <ul style="list-style-type: none"> • Have his or her education evaluated to determine it is equivalent to the Education standards required (see above); • Pass the U.S. NBRC certification examination and have the U.S. NBRC submit an official report to the Board of such passing; and • Verify the registration or license from the other jurisdiction is in good standing (whether current or expired). 	
Foreign trained applicants	<ul style="list-style-type: none"> • Registered respiratory therapists in Canada must have NBRC credentialing status and examination of CRT level or above. • If foreign-trained, must be in good standing in foreign country and must have NBRC credentialing status and examination of CRT level or above. • If foreign-trained, must also possess equivalent education in respiratory therapy education. 	<ul style="list-style-type: none"> • Registered respiratory therapists in Canada must have Canadian licensing authority send Canadian registration directly to the Board of Respiratory Care. • Have NBRC forward official report of applicant's national examination scores and credentialing status directly to the Board of Respiratory Care. • Have foreign country forward verification that applicant's registration is in good standing and whether registration is current or expired directly to the Board of Respiratory Care. • Have credentialing evaluation organization that is a member of the National Association of Credential Evaluation Services (NACES) forward official course-by-course evaluation of applicant's respiratory therapy education directly to the Board of Respiratory Care.

Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.2201a, applicants must complete training in identifying victims of human trafficking for renewals beginning in 2017 and initial licensures beginning in 2021.
Relicensure	<p>If license has lapsed or less than 3 years, applicant may be licensed by submitting the Relicensure Application and appropriate fee.</p> <p>If license has lapsed more than 3 years, applicant may be relicensed by either:</p> <ul style="list-style-type: none"> • Providing the Department with documentation the applicant holds an unrestricted license in another state; • Providing the Department with documentation the applicant has passed the NBRC certification examination within 2 years immediately preceding the application;
Fees <u>See License Renewal Fees</u>	<ul style="list-style-type: none"> • Initial license: \$100.75 • Relicensure: \$120.75 • Renewal <ul style="list-style-type: none"> ○ Full: \$159.10 ○ Temporary: \$79.55 ○ Special Volunteer: Free
Application Packets (website links)	<p>Initial Licensing/Relicensure: https://www.michigan.gov/documents/lara/Application_For_A_Respiratory_Therapist_License_530681_7.pdf</p> <p>Renewal (must be performed online): http://www.michigan.gov/elicense</p> <p>Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf</p>

Other requirements	<ul style="list-style-type: none"> • If applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect. • If applicant for re-licensure has had his or her full license lapse for more than three (3) years, the applicant must either hold a current, unrestricted license in another state or provide documentation that the applicant has passed the certification examination of the NBRC within the two (2) years immediately preceding the application for relicensure; otherwise the applicant must become credentialed by the NBRC and have NBRC send verification of credentialed status directly to the Michigan Board of Respiratory Care.
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SANITARIAN (RS)

PHC Part 187, MCL §§ 333.18401 - 18421

Administrative Rules 338.3901 – 338.3910

Type of License/Registration/ Certification: Registration	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Sanitarian Registration</u>
Duration Licensure/Registration: Original Licensure: Up to one (1) year Renewal: Two (2) years (cycle begins 12/1)	Contact Information: P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: bhpinfo@michigan.gov Website: http://www.michigan.gov/healthlicense
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	Degree must be in Environmental Health, <u>or</u> must have from an accredited college or university: (i) a total of fifteen (15) semester hours (or equivalent) in chemistry, physics, and biology, with a minimum of three (3) semester hours in each; and (ii) a minimum of forty (40) semester hours (or equivalent) in two of the following: microbiology, biostatistics, epidemiology, technical report writing and risk communication, public health organization and administration, environmental health, and field experience (e.g. internship or international study).	<ul style="list-style-type: none"> • If applicant holds the National Environmental Health Association ("NEHA") Registered Sanitarian credential, contact NEHA at (303) 756-9090 ext. 339 or by e-mail at staff@neha.org to have verification sent to Board of Sanitarians (which is only documentation needed to demonstration education and examination history). • If applicant does not hold the NEHA credential, must authorize educational institution to forward a final, official transcript to Board of Sanitarians (transcript must show the degree earned and the date conferred). • If applicant does not hold a NEHA certification and degree is not in Environmental Health, submit with "Transcript Translator" photocopies of course

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
		descriptions for each course listed with the application.
Examination	<ul style="list-style-type: none"> • New applicants by examination must pass the NEHA examination. • Applicants seeking re-registration after a three (3) year lapse who are not registered or licensed in another state must pass the NEHA examination. 	Scores must be forwarded to the Board of Sanitarians directly from NEHA.
Work Experience/Training	<ul style="list-style-type: none"> • If applicant holds a baccalaureate degree, must document at least 4,000 hours of approved work experience. • If applicant holds a master's or doctorate degree in an environmental health related field, must document at least 2,000 hours of approved work experience. • Otherwise, an applicant must submit proof of successful completion of an educational and experiential training program substantially equivalent to the above work experience requirements. 	Information entered on application form and employer must verify in writing the applicant has the required work experience.
Continuing Education	None.	
State Licensure Verification (Other jurisdiction's licensed in)	<p>Yes (both current licenses and previously held licenses).</p> <p>Verification includes, but is not limited to, sanctions and or disciplinary proceedings imposed or pending against the applicant's license in other jurisdictions.</p>	Each state board must verify licensure directly to the Board of Sanitarians.
Additional Disclosures (Part of New Application):	<p>Must disclose (in detailed explanation):</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced three (3) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Whether applicant ever had a federal or state sanitarian license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action 	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<ul style="list-style-type: none"> • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified • Whether applicant has ever been refused the privilege to practice professionally for any reason by any licensure, registration, or certification board or agency 	
Registration by Endorsement	<ul style="list-style-type: none"> • An applicant may register by endorsement if: The applicant verifies s/he has been licensed for a minimum of 3 of the previous 4 years immediately preceding the date the application was filed; and • Applicant passed the NEHA examination. (If applicant passed the environmental health proficiency exam developed by the Professional Examination Service before January 1, 2005, s/he shall fulfil this requirement with a converted score not less than 75.) 	<ul style="list-style-type: none"> • Each state board must verify licensure directly to the Board of Sanitarians OR applicant must submit documentation of having been employed in another state as a registered or licensed sanitarian for 3 of the previous 4 year immediately preceding the date the application was filed. • If applicant took a national examination (either the PES or NEHA) in another state, must also forward the score from the national examination.
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other Registration Required (i.e., DEA, State Pharma, etc.)	None.	
Re-registration	If registration has lapsed less than 3 years , applicant need only submit the Re-registration Application with the appropriate fee.	If registration has lapsed for 3 years or more , applicant must submit the Re-registration Application with appropriate fee and retake and pass the NEHA Examination

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Other Registration Requirements	All new applicants and applicants seeking re-registration after a three (3) year lapse must submit fingerprints and undergo a criminal background check. Instructions are in the application packet.	
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.3901a, applicants must complete training in identifying victims of human trafficking for renewals beginning in 2017 and initial licensures beginning in 2021.	
Fees See <u>License Renewal Fees</u>	<ul style="list-style-type: none"> Initial Registration: \$84.80 Re-registration: \$104.80 Renewal: \$116.60 	
Application Packets (website links)	<p>Registration/Re-Registration: https://www.michigan.gov/documents/lara/Masters_Social_Work_Endorsement_455_827_7.pdf.</p> <p>Renewal (must be performed online): http://www.michigan.gov/elicense.</p> <p>Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_6030_64_7.pdf</p> <p>Special Volunteer License: https://www.michigan.gov/documents/lara/Special_Volunteer_003_546538_7.pdf</p>	
Additional Requirement	If applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect.	

SOCIAL WORKER (MSW/BSW)

PHC Article 15, Part 185, MCL 333.18501 - 18518

Administrative Rules 338.2921 – 338.2965

<p>Type of License/Registration/ Certification:</p> <p>Limited License (Bachelor's & Master's) Full License (Bachelor's & Master's)</p>	<p>Regulatory Body:</p> <p>Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Social Work</u></p>
<p><u>Duration Licensure/Registration:</u></p> <p>Original: Limited & Full: 1 year or less Renewal: Limited: 1 year, renewable up to six (6) times (Cycle begins 5/1) Full: 3 years (Cycle Begins 5/1)</p>	<p><u>Contact Information:</u></p> <p>P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: bhpinfo@michigan.gov Website: http://www.michigan.gov/healthlicense</p>
<p>Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must be paid at the time of renewal within the 60-day grace period.</p>	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>Bachelor's Social Work License (Full and Limited):</p> <p>Bachelor's degree from a Social Work program accredited by the Council on Social Work Education (CSWE) and intent to practice under supervision of licensed master's social worker</p> <p>Master's Social Work License (Full & Limited):</p> <p>Master's degree in social work from a program accredited by the Council on Social Work Education (CSWE).</p>	<p>Certification of Education</p> <p>form must be sent directly to the BHS by applicant's educational institution along with final official transcripts showing degree obtained in social work program.</p>
Examination	<p>Bachelor's Social Work License: Applicant must pass the ASWB Bachelor's Examination after issuance of limited license and within 1 year of receiving Authorization Number to sit for ASWB exam (within 2 years for limited licensees).</p> <p>Master's Social Work License:</p> <p>Applicants for licensure with a primary clinical designation must pass the ASWB Clinical Examination. Applicants for licensure with a primary macro designation must pass the</p>	<p>Examination agency must send scores directly to Board of Counseling.</p> <p>If transcript and/or Degree is issued in Applicant's maiden name, must include legal documentation of name change when registering for Examination.</p>

	ASWB Advanced Generalist Examination. Exam must be taken within one (1) year of receiving an Authorization Number from the ASWB to sit for the exam.	
Work Experience/Training	<p>Bachelor's License:</p> <p>Completion of 4,000 hours of supervised post-degree social work experience over at least a two-year period, with not more than 2,080 hours of experience being accumulated over a one-year period. If the work experience was completed in Michigan, applicant must have held the limited BSW license for hours to count toward full BSW licensure.</p> <p>Master's License:</p> <p>Completion of 4,000 hours of post-degree social work experience over a two-year period, with not more than 2,080 hours of experience being accumulated over a one-year period, and under the supervision of a licensed MSW. All experience must be obtained after completion of the MSW degree.</p> <p>If both Macro and Clinical designation is sought, an additional 2,000 hours of post-degree social work experience over a one-year period is required, with at least 50 hours of supervisory review. The applicant must also pass the appropriate examination for the second designation.</p>	<p>Bachelor's & Master's License:</p> <p>Supervisor's Verification of Social Work Experience form must be submitted by applicant's MSW supervisor Verifying the completion of at least 4,000 hours of post-degree supervised work experience. Only work experience obtained in Michigan while holding a limited Bachelor's or Master's license counts toward post-degree requirements.</p> <p>For Master's applicants, the supervisor(s) should be experienced in the same field in which licensure is sought (micro or clinical). Experience is counted when the following is met:</p> <ul style="list-style-type: none"> • Applicant held a limited license, if experience was completed in Michigan • Supervision was by a licensed master's social worker in individual or group • Supervisor reviewed the Applicant's work for at least 4 hours per month with at least 2 hours being on an individual basis • One year of experience is equivalent to 2,080 hours • Experience can be earned at not less than 16 hours per week but no more than 40 hours per week.

		For applicants that are currently or have ever been credentialed by the ACSW, verification of such credential can be sent directly from NASW to Verify required work experience.
<u>Continuing Education</u>	<p>Licensed Master's and Bachelor's social worker to complete, during the 3-year period prior to the date of renewal of the license, at least 45 hours of continuing education in courses or programs approved by the Board with at least five (5) of those hours in ethics and at least two (2) hours in pain and pain symptom management.</p> <p>One half of the required CE hours (22.5 CE hours) must be completed in-person through live, synchronous contact, the remaining hours may be completed in any other approved format.</p> <p>Acceptable methods of satisfying CE requirements include: (a) attendance at a board-approved CE program (No limit to the amount of CE hours to be earned); (b) presentation of a CE program that's not part of the licensee's regular job description (Max 15 CE hours at 3 CE hours/60 minutes of presentation); (c) academic courses related to social work offered in a board-approved educational program (No limit to amount of CE hours earned at 5 CE hours/semester credit and 3 CE hours/quarter credit earned); (d) attendance at a CE program approved by another state board of social work or the ASWB-ACE (No limit to amount of CE hours earned); (e) attendance at a CE program relating to social work offered by a board-approved educational program (No limit to CE hours earned); and (f) publication in a peer reviewed journal or textbook (Max 10 CE hours)</p>	<p>Submission of the renewal application and fee is considered a statement that the CE requirement has been met</p> <p>Each social worker should retain records documenting the completion of continuing education for a period of 4 years after the renewal of the license.</p> <p>Licensee must submit records upon request if audited. Records include, (a) Copy of letter or certificate of completion of CE program; (b) Letter confirming licensee as presenter at CE program; (c) official transcript documenting completion of course; (d)-(e) Copy of letter or certificate indicating credits earned; (f) Copy of publication or a publication acceptance letter.</p>
Supervision Requirements for Limited Licensees	<p>Limited Bachelor's Social Worker License:</p> <ul style="list-style-type: none"> • 4,000 hours at no more than 2,080 hours per year after degree completed • Limited license issued for 1 year and renewed for not more than 6 years • Supervision by master's social worker • Work for at least 16 but no more than 40 hours per week • Supervisory review required of at least 4 hours per month in group or individual settings but at least 2 hours must be an individualized review 	

	<p>Limited Master's Social Worker License</p> <ul style="list-style-type: none"> • 4,000 hours at no more than 2,080 hours per year after degree completion • Limited license issued for 1 year and renewed for not more than 6 years • Supervision by master's social worker – same designation as limited – e.g. macro supervisor for macro experience and clinical supervisor for clinical experience • Work for at least 16 but no more than 40 hours per week • Supervisory review required of at least 4 hours per month in group or individual settings but at least 2 hours must be in individualized review • 50% of the supervision should include individual contact during which active functions and records of limited licensee are reviewed 	
State Licensure Verification (Other jurisdiction's licensed in)	<p>Applicant must indicate on the application whether he or she is licensed in another state or Province by Exam or by Endorsement.</p> <p>Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p>	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from all other state/Province licensing Boards where applicant holds or has ever held a permanent license or registration.</p>
Additional Disclosures (Part of New Application)	<p>Must disclose (in detailed explanation):</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced three (3) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Whether applicant ever had a federal or state license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified. 	<p>Criminal Background Check/Fingerprint Request required with application</p>

Licensure by Endorsement	<p>Yes. Both Bachelor's and Master's License Applicants MUST be currently licensed in another state that has requirements similar to those for licensure in Michigan, the license must be in good standing, AND:</p> <ul style="list-style-type: none"> • Submit Application and applicable fee • Submit fingerprints and undergo criminal background check • Arrange to have school submit directly to the Board a FINAL OFFICIAL transcript of grades from social work program • Arrange for ASWB to submit official copies of score report directly to the Board for examination taken in another state • Arrange for ALL other state licensing authorities to prepare and submit directly to the Board a Verification of Licensure or Registration form 	<p>A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from each Jurisdiction's licensing Board where applicant holds or has ever held a permanent counseling license.</p> <p>Criminal Background Check & Fingerprint Request is required.</p> <p>ASWB Examination Scores sent directly to Board from ASWB</p>
L.M.S.W. designations (Macro or Clinical)	<p>To add Macro or Clinical Designation: An applicant must satisfy all other requirements for licensure as a L.M.S.W., and:</p> <ul style="list-style-type: none"> • Complete an additional 2,000 hours (in not less than one year) of post-degree social work experience in the specialty designated area with at least 50 hours of supervisory review. • Pass the ASWB Clinical Examination or ASWB Advanced Generalist Examination. 	<p>Supervisor must submit documentation of completed hours in specialty designated area and review directly to the Board.</p>
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other Licensure/Registration Required (i.e., DEA, State Pharma, etc.)	None.	

Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.2929, applicants must complete training in identifying victims of human trafficking for renewals beginning in 2017 and initial licensures beginning in 2021
Relicensure	<p><u>Bachelor's Social worker</u></p> <p>If license has expired less than 3 years, Applicant need only submit Relicensure Application, appropriate fee, evidence of good moral character, and proof of completion of 45 CE hours (with at least 5 CE hours in ethics and 2 hours in pain and pain symptom management) earned within the 3-year period preceding the application.</p> <p>If license has expired more than 3 years but less than 7 years, Applicant must satisfy the above requirements, submit a background check/fingerprint request with application, and documentation of completion of 1,000 hours of practice under a licensed master's social worker of the same designation at the time of application.</p> <p>If license has expired more than 7 years, Applicant must satisfy all above requirements and pass the applicable ASWB examination within 1 year immediately preceding application.</p> <p><u>Master's Social Worker</u></p> <p>The same as the requirements for the Bachelor's Social Worker, except that a background check/fingerprint request must be sent with all relicensure applications, regardless lapse time.</p>
Fees See <u>License Renewal Fees</u>	<ul style="list-style-type: none"> • Initial License <ul style="list-style-type: none"> ○ LMSW: \$42.40 (plus \$15.90 for Clinical or Macro specialty) ○ LBSW: \$42.40 • Relicensure (LMSW/LBSW): \$62.40 • Renewal <ul style="list-style-type: none"> ○ LMSW: \$79.50 ○ Master's Limited: \$26.50 ○ LBSW: \$79.50 ○ Bachelor's Limited: \$26.50
Application Packets (website links)	<p>Initial License/Relicensure: https://www.michigan.gov/documents/lara/Social_Worker_Technician_New_Relicensure_noboxes_510569_7.pdf.</p> <p>Renewal (must be performed online): http://www.michigan.gov/elicense</p> <p>Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf</p> <p>Special Volunteer License: https://www.michigan.gov/documents/lara/Special_Volunteer_003_546538_7.pdf</p>
Additional Requirement	If applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan

	registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect.
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SOCIAL SERVICE TECHNICIAN (SST)

PHC Article 15, Part 185, MCL 333.18501 - 18518

Administrative Rules 338.2921 – 338.2965

Type of License/Registration/ Certification: Registration	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Social Work</u>
<u>Duration Licensure/Registration:</u> Original: 1 year or less. Limited: 1 year Renewal: 3 years (Cycle begins May 1) Limited: 1 year (limited registration may be renewed only once)	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: bhpinfo@michigan.gov Website: http://www.michigan.gov/healthlicense
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>Registered SOCIAL SERVICE TECHNICIAN: May apply for Registration by EDUCATION or by EXPERIENCE (discussed below).</p> <p>Registration by EDUCATION (must meet ONE of the following):</p> <ul style="list-style-type: none"> • Successful completion of an associate's degree in Social Work that includes not less than 18 semester or 27 quarter hours of social work courses and a field placement or internship of not less than 350 hours under the supervision of a licensed bachelor or licensed master's Social Worker; OR • Applicants not holding an associate's degree as described above must have successfully completed 2 years of college with a minimum of at least 60 semester or 90 	<p>Registered:</p> <p>If applying for Registration by Education: Certification of Social Work Education form must be sent directly to the BHS by applicant's educational institution along with official transcripts.</p>

	<p>quarter hours of college level courses with at least 4 courses that are relevant to human services; OR</p> <ul style="list-style-type: none"> • Successful completion (overall GPA of 2.0 or better) of an associate's degree in social work from an accredited college or university. 	
Examination	None.	
Work Experience/Training	<p>Registration by EXPERIENCE (if not seeking registration by Education):</p> <p>At least 2,000 hours of social work experience earned over not less than one year under the supervision of a licensed bachelor's or master's social worker and current employment in human services or social services.</p>	<p>Limited: Submit the Supervisor's Verification of Social Service Employment form submitted directly by applicant's supervisor confirming current employment or an offer of Employment.</p> <p>Registered:</p> <p>Supervisor's Verification of Social Service Employment form must be submitted directly to BHS by applicant's licensed bachelor's or master's social worker supervisor. A separate form must be submitted by your supervisor for each work experience/employment.</p> <p>For applicants seeking Social Service Tech registration by education (without having obtained an Associate's Degree in SW), proof of current employment in the field of human services or social services is required (can be achieved by submitting an official letter sent to the Board by the employer).</p>
<u>Limited Registration</u>	<p>LIMITED Social Service Technician:</p> <p>Applicants must have completed two years at a board-approved, accredited college in any subject and provide verification of current employment or documentation of an offer for employment in the practice of social service work at a board-approved agency.</p>	<p>Official transcript from your educational institution verifying completion of 2 years of college submitted to the Board.</p>

	A limited social service technician registration is granted for 1 year and may only be renewed once.	
Continuing Education	None	
State Licensure Verification (Other jurisdiction's licensed in)	<p>Applicant must indicate on the application whether he or she is licensed/registered in another state.</p> <p>Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.</p>	A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from all other state licensing Boards where applicant holds or has ever held a permanent license/registration.
Additional Disclosures (Part of New Application)	<p>Must disclose (in detailed explanation):</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced three (3) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Whether applicant ever had a federal or state license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified • Social Service experience 	Criminal Background Check/Fingerprint Request required with application.
Licensure by Endorsement	<p>Applicant must submit completed application, the required fee, and demonstrate the following:</p> <ul style="list-style-type: none"> • The applicant holds a registration in another jurisdiction with requirements substantially equivalent to the requirements of this state; • The registration is in good standing at the time of application; and • The applicant submits verification of all registrations held in other jurisdictions, including any documentation regarding disciplinary actions taken or pending against the applicant. 	A Verification of Licensure or Registration form must be submitted to Board DIRECTLY from all other state licensing Boards where applicant holds or has ever held a permanent license/registration.
Supervision Requirements	<p>Supervision Requirements for Social Service Technician Registration</p> <ul style="list-style-type: none"> • No more than 2,080 hours in 1 year • Supervisory review required at least 4 hours per month, with at least 2 hours on an individual basis. 	Supervising social worker must verify the experience in writing.

	<ul style="list-style-type: none"> Supervision by licensed bachelor's or master's social worker 	
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other Licensure/Registration Required (i.e., DEA, State Pharma, etc.)	None.	
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.2929, applicants must complete training in identifying victims of human trafficking for renewals beginning in 2017 and initial licensures beginning in 2021	
Re-registration	<p>For registrations lapsed less than 3 years, applicant need only submit the Re-registration application and appropriate fee.</p> <p>For registrations lapsed for more than 3 years, must submit the Re-registration application, appropriate fee, and documentation that the applicant has been made an offer of employment in the practice of board-approved social service work.</p>	Effective October 1, 2008 , all applicants for relicensure of a Michigan health profession license or registration that has been expired for more than 3 years are required to submit fingerprints and undergo a criminal background check.
<p>Fees</p> <p>See <u>License Renewal Fees</u></p>	<ul style="list-style-type: none"> Social Service Technician / Limited SST Registration: \$42.40 Re-Registration (Limited & Registered Social Service Technician): \$62.40 Renewal: \$79.50 	
Application Packets (website links)	<p>Initial License/Relicensure: https://www.michigan.gov/documents/lara/Social Worker Technician New Relicensure_noboxes_510569_7.pdf</p> <p>Renewal (must be performed online): http://www.michigan.gov/elicense</p> <p>Reinstatement of Revoked/Suspended License:</p>	

	https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf Special Volunteer License: https://www.michigan.gov/documents/lara/Special_Volunteer_003_546538_7.pdf
Additional Requirement	If applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect.

SPECIALTY NURSE (CRNA/CNM/NP)

Nurse Anesthetist / Nurse Midwife / Nurse Practitioner /
Clinical Nurse Specialist

PHC Part 171, MCL 333.17101 – 333.17123

PHC Part 172, MCL §§ 333.17201 – 333.17242

Administrative Rules 338.10101 – 338.10705

Type of License/Registration/ Certification: Certification	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Nursing</u>
<u>Duration Licensure/Certification:</u> Same as RN license: Original Licensure: 1 Year Renewal: 2 Years (Cycle begins 4/1)	<u>Contact Information:</u> P.O. Box 30193 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: bhpinfo@michigan.gov Website: http://www.michigan.gov/healthlicense
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	CRNA, CNM, NP, and CNS: Applicant must possess a current Michigan Registered Nurse license.	Current, active Michigan RN license
Examination/Certification	CRNA: Completion of the requirements for certification from the National Board on Certification and Recertification of Nurse Anesthetists (NBCRNA), or its successor organization. CNM: Completion of the requirements for certification from the American Midwifery	CRNA: Verification of Certification directly from NBCRNA CNM: Verification of Certification directly from ACNM NP: Verification of Certification directly from the certifying entity

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<p>Certification Board (formerly ACNM Certification Council), or its successor.</p> <p>NP: Applicants for Nurse Practitioner Specialty Certification must complete requirements of one of the following certifying agencies (as applicable):</p> <ul style="list-style-type: none"> • American Nurses Credentialing Center (general NP and Clinical Nurse Specialists) • Oncology Nursing Certification Corporation • National Certification Corporation for Women’s Health Care Nurse Practitioner and Neonatal Nurse Practitioner • Pediatric Nursing Certification Board • American Association of Critical Care Nurses Certification Corporation for Acute Care Nurse Practitioner <p>CNS: Applicants for Certified Clinical Nurse Specialist must possess either an advanced practice certification from the American Nurse Credentialing Center or the American Association of Critical Nurses Certification Corporation.</p> <ul style="list-style-type: none"> • If a Certified Clinical Nurse Specialist is unable to take a national certification exam due to graduation from an accredited master’s or doctoral program prior to development of a clinical nurse specialist core competencies and requirement of 500 clinical practice hours, s/he may be specially certified based on a submission of a portfolio including all of the following: (1) Transcripts from an accredited master’s or doctoral educational program in clinical nursing with preparation as a clinical nurse specialist; and (2) A curriculum vitae demonstrating work history as a clinical nurse specialist prior to April 9, 2017. 	
Work Experience/Training	None	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
<p>Continuing Education for Renewal and/or Reregistration</p> <p>CE Brochure: http://www.michigan.gov/documents/lara/LARA_Nursing_Specialty_CE_Brochure_4-11_376430_7.pdf</p>	<p>CRNA: must have maintained certification, or obtained recertification, from the NBCRNA within the 2-year period immediately preceding the application.</p> <p>CNM: must have maintained certification, or obtained recertification, from the AMCB within the 2-year period immediately preceding the application.</p> <p>NP: Must have maintained certification, or obtained recertification, from one of the following organizations (or successor organizations) within the 2-year period immediately preceding application:</p> <ul style="list-style-type: none"> • American Nurses Credentialing Center • Pediatric Nursing Certification Board • National Certification Corporation for Women's Health Care Nurse Practitioner and Neonatal Nurse Practitioner • American Academy of Nurse Practitioners • Oncology Nursing Certification Corporation • American Association of Critical Care Nurses Certification Corporation • American Association of Nurse Practitioners <p>A NP having obtained certification prior to 1991 shall also complete 40 CE hours in the nursing specialty field within the 2-year period immediately preceding application.</p> <p>CNS: Must have maintained certification, or obtained recertification, within the 2-year period immediately preceding application from either the American Nurses Credentialing Center or American Association of Critical Nurses Certification Corporation.</p> <p>An applicant not possessing national certification must meet the CE requirements for his or her role and population focus consistent with recertification standards established by the American Nurses Credentialing Center or American Association of Critical Nurses Certification Corporation.</p>	<p>Records documenting the completion of continuing education should be retained for a period of 4 years after the renewal of the license.</p>
State or Foreign Licensure Verification	Not applicable.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
& Licensure by Endorsement		
Additional Disclosures (Part of New Application)	Not applicable.	
Licensure by Endorsement	There is no license by endorsement for nurse specialties.	
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other Licensure/Registration Required (i.e., DEA, State Pharma, etc.)	<p>(not part of licensing requirement). A licensed nurse practitioner or nurse midwife may prescribe controlled substances in Schedules 3-5 under the delegation of a licensed physician. In addition, Schedule 2 controlled substances can be delegated to a NP or CNM only if he/she and the delegating physician are both practicing within a hospital, surgical outpatient facility, or hospice. Nurse Anesthetists may not prescribe controlled substances under any circumstances.</p> <p>Applications for DEA mid-level registration is available on the DEA website at: http://www.deadiversion.usdoj.gov/drugreg/index.html.</p>	
Other training (i.e., First Aid, AIDS/HIV, etc.)	Pursuant to MCL 333.16148 and R 338.10105, Nurses must complete training in identifying victims of human trafficking for renewals beginning in 2018 and initial licensures beginning in 2022	
Fees See License Renewal Fees	<p>In addition to RN licensure (\$54), Specialty Certification fees are either \$38 (if RN license expires in 5-12 months) or \$52 (if RN license expires within 0-4 OR 13-24 months)</p> <p>Renewal (RN Specialty): \$29.30</p>	
Application Packets (website links)	<p>All applications/renewals are ONLINE ONLY through MiPLUS: www.michigan.gov/miplus</p> <p>Special Volunteer License: https://www.michigan.gov/documents/lara/Special_Volunteer_003_546538_7.pdf.</p>	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Limited / Temporary Licensure	Not available.	
Additional Requirement	<ul style="list-style-type: none"> If applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect. 	

SPEECH LANGUAGE PATHOLOGY

PHC Part 176, MCL §§ 333.17601 - 17613

Administrative Rules 338.601 – 338.649

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Speech Language Pathology</u>
<u>Duration Licensure/Registration:</u> Original Licensure: Up to one (1) year Renewal: Two (2) years (Cycle begins 10/1) Educational Limited: term of two (2) years after issued. (6-year maximum)	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: bhpinfo@michigan.gov Website: http://www.michigan.gov/healthlicense
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must also be paid at the time of renewal within the 60-day grace period.	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Education	<p>If Applicant possesses a current Certification of Clinical Competence in Speech-Language Pathology (CCC-SLP) from the American Speech-Language-Hearing Association (ASHA), the education requirement is considered satisfied.</p> <p>Otherwise, applicant must possess a master's or doctoral degree from an accredited, board-approved speech language pathology educational program.</p> <ul style="list-style-type: none"> • The speech language pathology program must be accredited by the Council on Academic Accreditation in Audiology and Speech Language Pathology or by the accrediting body of the region (so long as the accrediting body's requirements meet board approval). 	<p>Applicant must arrange to have final transcripts of master's or doctoral degree in speech-language pathology submitted directly to the Board of Speech Language Pathology</p> <ul style="list-style-type: none"> ○ Degree from a program accredited by the Council on Academic Accreditation in Audiology and Speech-Language Pathology ("CAA") ○ If not CAA-accredited, applicant must receive course-by-course credential evaluation completed by an agency that is a member of the National Association of

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<p>Graduate of a program outside of the United States: In addition to satisfying the other requirements of the code, applicant must:</p> <ul style="list-style-type: none"> • Possess a master's or doctoral degree from an educational program that is substantially equivalent to an educational program meeting the required standards; • If program not taught in English, applicant must demonstrate a proficiency in the English language by either: (1) obtain a computerized score of at least 570 on the TOEFL-PBT and 50 on the Test of Spoken English or (2) obtain a TOEFL-IBT total score of 89 or above and section scores of at least 22 in reading, 22 in listening, 26 in speaking, and 24 in writing. 	<p>Credential Evaluation Services (NACES)</p> <ul style="list-style-type: none"> ○ If applicant takes the TOEFL-PBT or TOEFL-IBT, s/he must have scores sent directly to the Board of Speech Language Pathology by Educational Testing Services.
Examination	<ul style="list-style-type: none"> • The applicant must either: <ul style="list-style-type: none"> • pass the Praxis Series II Speech-Language Pathology Examination administered by the Educational Testing Services, or its successor. The passing score shall be determined by the American Speech-Language-Hearing Association (ASHA); or • possess a current Certification of Clinical Competence in Speech-Language Pathology (CCC-SLP) from the American Speech-Language-Hearing Association (ASHA). 	<p>If by ASHA CCC-SLP, arrange to have proof of certification sent directly to Board of Speech Language Pathology.</p> <p>If not by ASHA CCC-SLP: contact Educational Testing Services (ETS) to have applicant's PRAXIS Series II Test in Speech-Language Pathology score report sent directly to the Board of Speech Language Pathology. Contact ETS at www.ets.org/praxis</p>
Work Experience / Training	<p>Two methods of meeting training requirement if obtaining license by examination:</p> <ul style="list-style-type: none"> • ASHA CCC-SLP • Documentation from original source <p>An applicant must have completed a supervised postgraduate clinical experience in speech-language pathology, which satisfies the following requirements:</p> <ul style="list-style-type: none"> • The postgraduate clinical experience consists of no less than 1,260 hours (completed on full or part-time basis), with at least 1,008 hours consisting of clinical contact with the person or population served; 	<p>If by ASHA CCC-SLP, arrange to have proof of certification sent directly to Board of Speech Language Pathology.</p> <p>If not by ASHA CCC-SLP, provide verification of the completion of required supervised post-graduate clinical experience in speech-language pathology by completing the Speech-Language Pathology Postgraduate Experience form and having speech-language pathologist supervisor send</p>

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<ul style="list-style-type: none"> • The clinical experience is completed under the supervision of a licensed speech language pathologist who holds a full license with no pending disciplinary actions; • The clinical experience engages in supervisory activities to prepare the applicant to begin independent practice. Activities must include both: <ul style="list-style-type: none"> ○ On-site observations of the applicant in screening, evaluation, assessment and habilitation/rehabilitation, and ○ Evaluation of reports written by the applicant, conferences with the supervisor and discussions with the applicant's professional colleagues. <p>After January 1, 2012, an individual must hold the Educational Limited License to obtain the requisite experience in Michigan, and the supervisor must hold a full speech-language pathologist license.</p>	directly to Board of Speech Language Pathology
Continuing Education	Applicants for renewal must acquire not less than 20 continuing professional development (CPD) credits in the 2-year period immediately preceding the expiration date of the license.	<p>Submission of an application for renewal constitutes certification the applicant has fulfilled the CPD requirements.</p> <p>If audited, the licensee must submit documentation proving compliance with CPD requirements.</p> <p>A licensee should retain documentation of satisfying CPD requirements for a 3-year period from the date of applying from renewal.</p>
State Licensure Verification (Other jurisdiction's licensed in)	<p>For all license and relicensure applications, Michigan requires verification from all states or provinces where applicant has ever held a license to ensure there have been no disciplinary actions and to ensure license is in good standing.</p> <p>Verification includes, but is not limited to, record of any disciplinary action taken or pending against applicant.</p>	Applicants must arrange for verification of licensure from any state or province where applicant holds or has ever held a permanent license to practice as a speech-language pathologist to be sent directly to the Board of Speech Language Pathology.

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Educational Limited License	<ul style="list-style-type: none"> • Required for any individual graduating from their educational program after January 1, 2012 and obtaining the 9 months of supervised post-graduate clinical experience in Michigan mandated for full licensure. • Valid for two (2) years from the date issued and can be renewed no more than two (2) times. 	<p>Applicant must arrange to have final transcripts of master's or doctoral degree in speech-language pathology submitted directly to the Board of Speech Language Pathology</p> <ul style="list-style-type: none"> • Degree from a program accredited by the CAA • If not CAA-accredited, board must receive course-by-course credential evaluation completed by an agency that is a member of the National Association of Credential Evaluation Services • If program not taught in English, applicant must either: (1) obtain a computerized score of at least 570 on the TOEFL and 50 on the Test of Spoken English or (2) obtain a TOEFL-ibt total score of 89 or above and section score of at least 22 in reading, 22 in listening, 26 in speaking, and 24 in writing. Applicant must send score directly to the Board of Speech Language Pathology by Educational Testing Services. <p>Applicant must complete Certification of Appointment form and have licensed supervisor send directly to Board of Speech Language Pathology; supervisor must verify a plan for the post-graduate experience on the form.</p>
Limited License	<p><u>Limited License – Certified Teacher:</u></p> <ul style="list-style-type: none"> • Only applicable to applicants who held a teacher certificate that was endorsed in the area of speech language impairment on January 12, 2009 • Will only be issued for the purpose of providing speech language impairment services as part of employment or contract with a school district, nonpublic school, or state department that provides educational services • Applicant must apply for this license by December 7, 2013 	<p>Applicant must enter Michigan Teaching Certificate Number on the application and complete Part I of Verification of Employment in Educational Setting form and forward to employer for completion and submission to Board of Speech Language Pathology.</p>

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<ul style="list-style-type: none"> • License may be renewed as long as applicant continues to be employed providing speech-language impairment services in a school district, nonpublic school, or state department that provides educational services 	
Additional Disclosures (Part of New Application):	<p>Must disclose (in detailed explanation):</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced three (3) or more malpractice settlements, awards, or judgments in any consecutive five (5) year period, or one (1) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Whether applicant ever had a federal or state speech language pathologist license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	
Licensure by Endorsement	<p>Applicant has two methods for licensure by Endorsement (in addition to the requirement of verifying license from other states/provinces). An applicant may submit documentation s/he holds an ASHA or Canadian Association of Speech-Language Pathologists and Audiologists ("CASLPA) verification of CCC-SLP, or applicant must demonstrate the following:</p> <ul style="list-style-type: none"> • that s/he has been licensed or registered in another state for five (5) years or more immediately preceding application; • that applicant possesses a master's or doctoral degree from a board-approved, accredited educational program or that his or her educational program is substantially similar to a board-approved educational program; and • the applicant has passed the Praxis Series II speech-language pathology examination. <p>If applicant has not been licensed or registered as a speech-language pathologist in another jurisdiction for at least 5 years immediately preceding the</p>	<p>If by ASHA/CASLPA CCC-SLP, applicant must arrange to have proof of certification sent to Board of Speech Language Pathology</p> <p>If not By ASHA/CASLOA CCC-SLP, applicant must arrange to have final transcripts of master's or doctoral degree in speech-language pathology submitted directly to the Board of Speech Language Pathology</p> <p>If not CAA-accredited, applicant must receive course-by-course credential evaluation completed by an agency that is a member of the National Association of Credential Evaluation Services</p> <p>If applicant must take TOEFL-PBT or TOEFL-IBT, applicant must send</p>

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<p>application, the applicant must demonstrate the following:</p> <ul style="list-style-type: none"> that applicant possesses a master's or doctoral degree from a board-approved, accredited educational program or that his or her educational program is substantially similar to a board-approved educational program; the applicant has passed the Praxis Series II speech-language pathology examination; and have successfully completed the required supervised postgraduate clinical experience. 	<p>score directly to the Board of Speech Language Pathology by Educational Testing Services</p> <p>Applicant must contact Educational Testing Services to have PRAXIS Series II Test in Speech-Language Pathology score report sent to the Board of Speech Language Pathology</p>
Temporary License for Military Spouse [MCL 333.1618(5)]	<p>6-month temporary license (renewable for an additional 6 months (if permitted by board) upon acceptable proof to the Board of the following:</p> <p>(a) that he or she is married to a member of the armed forces of the United States who is on active duty.</p> <p>(b) that he or she holds a current license in good standing, or a current registration in good standing, in that health profession, issued by an equivalent licensing department, board, or authority, as determined by the board, in another state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands, another territory or protectorate of the United States, or a foreign country.</p> <p>(c) that his or her spouse is assigned to a duty station in this state and that he or she is also assigned to a duty station in this state under his or her spouse's permanent change of station orders.</p> <p>(d) that a criminal history check has been conducted.</p>	
Other Training	Pursuant to MCL 333.16148 and R 338.604, Speech-Language Pathologists must complete training in identifying victims of human trafficking for renewals beginning in 2017 and initial licensures beginning in 2021.	
<p>Fees</p> <p>See License Renewal Fees</p>	<ul style="list-style-type: none"> Initial License: \$100.75 Educational Limited License: \$180.35 Relicensure: <ul style="list-style-type: none"> Full: \$120.75 Limited: \$200.35 Certified Teacher Only: \$118.25 Renewal: \$159.10 	
Application Packets (website links)	<p><u>Initial License/Relicensure:</u> https://www.michigan.gov/documents/lara/Speech_Language_Pathology_Application_1_1-9-16_543584_7.pdf</p> <p><u>Renewal (must be performed online):</u> http://www.michigan.gov/elicense</p>	

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
	<p>Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf</p> <p>Special Volunteer License: https://www.michigan.gov/documents/lara/Special_Volunteer_003_546538_7.pdf</p>	
Other requirements	<ul style="list-style-type: none"> • If applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect • Applicant must submit fingerprints and undergo a criminal background check 	
Relicensure	<p>All applicants for relicensure must submit verification of any licenses held (currently or previously) from any other state. Verification includes, but is not limited to, showing proof of any disciplinary action taken or pending against the applicant.</p> <p>If lapse is less than three (3) years – must submit Relicensure Application and appropriate fee and submit proof of acquiring not less than 20 CPD credits during the two-year period immediately preceding application.</p> <p>If lapse in licensure is three (3) years or more, applicant must submit Relicensure Application, appropriate fee, submit proof of acquiring not less than 20 CPD credits during the two-year period immediately preceding application, and either: (i) pass the PRAXIS Series II examination in speech-language pathology OR (ii) presents evidence that s/he was registered or licensed as a speech language pathologist in another state during the three (3) year period immediately preceding the application for relicensure</p> <p>If lapse in limited license is less than three (3) years, applicant must submit Relicensure Application with appropriate fee, submit proof of acquiring not less than 20 CPD credits. (if applicant is seeking relicensure for a limited certified teacher license, applicant must also establish s/he is a certified teacher, with the sole purpose of providing speech-language impairment services as part of his or her employment).</p> <p>If lapse in limited license is three (3) years or more, applicant is not eligible for relicensure.</p>	

VETERINARIAN (DVM/VMD)/

VETERINARY TECHNICIAN

PHC Part 188, MCL §§ 333.18801 - 18838

Administrative Rules 338.4901 – 338.4933

Administrative Rules (Veterinary Tech) 338.4971 – 338.4984

Type of License/Registration/ Certification: License	Regulatory Body: Bureau of Health Professionals Department of Licensing & Regulatory Affairs (LARA) <u>Michigan Board of Veterinary Medicine</u>
<u>Duration Licensure/Registration:</u> Original Licensure: Up to 1 year Renewal: 3 years for veterinarians and veterinary technicians; 1 year for veterinarian clinical academics and educational limited (ALL cycles begin January 1)	<u>Contact Information:</u> P.O. Box 30670 Lansing, MI 48909 Phone: (517) 335-0918 Fax: (517) 373-7179 Email: bhpinfo@michigan.gov Website: http://www.michigan.gov/healthlicense
Renewal applicants have sixty (60) day grace period from date license or registration expires to renew (which must be performed online), otherwise registration will lapse as of the date of expiration. An additional \$20 late fee must be paid at the time of renewal within the 60-day grace period.	LARA Website - Veterinary Medicine: https://www.michigan.gov/lara/0,4601,7-154-89334_72600_72603_27529_27555---,00.html

Licensure Requirements	Summary of Requirements	Documentation of Compliance/Verification
Veterinarian Education	Graduate from an institution with a program approved by the American Veterinary Medical Association ("AVMA").	• Applicant must have final official transcript (which includes the date veterinary medicine degree was conferred) submitted directly to Board of Veterinary Medicine from the school of veterinary medicine.
Veterinarian Examination	All applicants for veterinarian licensure by examination must receive a passing score on the North American Veterinary Licensing Examination ("NAVLE").	• Register for NAVLE with the National Board of Veterinary Medical Examiners (NBVME) at www.nbvme.org . Have NAVLE score report

		<p>submitted directly to Board of Veterinary Medicine from NBVME</p> <ul style="list-style-type: none"> • If applicant did not take the NAVLE for the Michigan Board must arrange to have the NAVLE score report submitted directly to the Board of Veterinary Medicine by the AAVSB Veterinary Information Verifying Agency ("VIVA"), which can be contacted at (877) 698-8482 or by e-mail at viva@aavsb.org
Foreign Veterinary Education	<p>If applicant graduated from a foreign veterinary education program, must be certified by either Educational Commission for Foreign Veterinary Graduates (ECFVG).</p> <p>Applicant may also satisfy the education requirement by obtaining a certificate from the Program for the Assessment of Veterinary Education Equivalence (PAVE).</p>	<ul style="list-style-type: none"> • If applicant utilizes ECFVG, s/he must have the American Veterinary Medical Association provide official verification of certification directly to the Board of Veterinary Medicine . • If applicant utilizes PAVE, s/he must have the American Association of Veterinary State Boards provide official verification of certification directly to the Board of Veterinary Medicine.
Licensure by Endorsement for Veterinarians	<p>Licensure by endorsement is available under certain circumstances for applicants who are currently licensed in another state.</p> <p>All applicants for licensure by endorsement must submit an application with the appropriate fee and submit verification of any licenses held (currently or previously) in another state. Verification includes, but is not limited to, record of any disciplinary actions taken or pending against the applicant.</p> <p>Applicants who have been licensed for at least five-years immediately preceding the application must verify their out-of-state license and have satisfied one of the following:</p> <ul style="list-style-type: none"> • Graduated from an accredited, board-approved veterinary college; 	<p>Applicants must arrange for verification of licensure to be sent directly to the Michigan Board from the licensing agency of any state or province where the applicant has ever been licensed.</p> <p>If graduated from AVMA-approved program, have final official transcript submitted directly to Board of Veterinary Medicine from the school of veterinary medicine</p> <p>If applicant utilizes ECFVG, s/he must have the American Veterinary Medical Association</p>

	<ul style="list-style-type: none"> • Obtained a certificate from the Educational Commission for Foreign Veterinary Graduates; or • Obtained a certificate from the Program of the Assessment of Veterinary Education Equivalence. <p>If applicant has been licensed for less than five years in another state, the applicant must satisfy the above requirements as well as pass the NAVLE.</p>	<p>provide official verification of certification directly to the Board of Veterinary Medicine.</p> <p>If applicant utilizes PAVE, s/he must have the American Association of Veterinary State Boards provide official verification of certification directly to the Board of Veterinary Medicine.</p>
Continuing Education	<p><u>Veterinarians:</u> Beginning January 1, 2020, all veterinary renewals are required to submit proof that the applicant has completed not less than 45 hours of continuing education (CE) credits within the 3-year period immediately preceding the application for renewal.</p> <p>At least 30 of the required CE hours must be scientific in nature, which includes, but is not limited to: science of diagnosis, treatment, prevention of disease as it relates to a patient, epidemiology, and food safety.</p> <p>At least 1 hour must relate to medical records.</p> <p>At least 1 hour must relate to state law and/or federal or state-controlled substance laws.</p> <p>At least 10 hours must be completed live, in-person, and no more than 15 hours may be earned collectively.</p> <p><u>Veterinary Technicians:</u> Beginning January 1, 2020, applicants for renewal (who have been licensed for 3 years prior to application) must complete at least 15 hours of CE in the 3-year period immediately preceding application for renewal.</p> <p>At least 10 CE hours must be scientific in nature, 5 hours must be earned live and in-person., and no more than 5 hours may be earned collectively.</p>	<p>Submission of an application for renewal constitutes verification the applicant has complied with the CE requirement.</p> <p>If audited, the applicant must present documentation proving s/he has completed the CE requirement.</p> <p>Licensees should maintain documentation of satisfying CE requirements for a period of 4 years</p>
Licensure Verification (from other jurisdictions where licensed)	For all license and relicensure applications, Michigan requires verification from all states or provinces where applicant has ever held a license.	All applicants must arrange for verification of licensure from any state or province where applicant holds or has ever held a permanent license be

	Verification includes, but is not limited to, record of any disciplinary action taken or pending against the applicant.	sent directly to the Board of Veterinary Medicine
Educational Limited License	<p>Applicant must be admitted to an AVMA-approved college of veterinary medicine post-DVM training program. Applicant must also receive a passing score on the NAVLE</p> <ul style="list-style-type: none"> • In order to renew, must certify continuing appointment to a post-graduate training program. <p>An individual holding an educational limited license may not engage in the practice of veterinary medicine outside of his or her training program nor hold himself or herself out to the public as being engaged in the private practice of veterinary medicine.</p>	<ul style="list-style-type: none"> • Applicant must arrange for college of veterinary medicine to submit a letter directly to the Board of Veterinary Medicine verifying and that the applicant has been admitted to a postgraduate training program (including a statement that that applicant will not be practicing veterinary medicine independently or outside of the postgraduate training program) <ul style="list-style-type: none"> • Applicant must arrange for NAVLE score reports to be submitted directly to the Board of Veterinary Medicine by VIVA • To renew, applicant must complete “Educational Limited Renewal Certification of Appointment to a Post-Graduate Training Program” form and submit to Department Chair to verify appointment. Completed form must be sent to the Michigan Board.
Clinical Academic Limited License	<p>Any individual who has been appointed to the academic faculty of an AVMA-approved college of veterinary medicine, is required to hold either a full or clinical academic license (clinical academic license holder is authorized only to practice veterinary medicine to the extent necessary to fulfill his or her employment duties as a clinical instructor)</p> <ul style="list-style-type: none"> • Must either have a veterinary medicine degree conferred from an AVMA-approved school of veterinary medicine, or an equivalent degree from a foreign veterinary school 	<p>If graduated from AVMA-approved program, have final official transcript submitted directly to Board of Veterinary Medicine from the school of veterinary medicine</p> <p>If applicant utilizes ECFVG, s/he must have the American Veterinary Medical Association provide official verification of</p>

	<p>In order to renew, must certify continuing appointment to an academic position.</p>	<p>certification directly to the Board of Veterinary Medicine .</p> <p>If applicant utilizes PAVE, s/he must have the American Association of Veterinary State Boards provide official verification of certification directly to the Board of Veterinary.</p> <p>Applicant must have AVMA-approved college or veterinary medicine verify that the applicant has been appointed to its academic faculty directly to the Board of Veterinary Medicine (the letter should include a statement that the applicant will not be practicing veterinary medicine independently or outside of the position as a clinical instructor).</p> <p>To renew, applicant must complete “Clinical Academic Limited Renewal Certification of Appointment to an Academic Position” form and submit to Department Chair to verify appointment. Completed form must be returned to the Michigan Board.</p>
Veterinary Technician Licensure	<p><u>Licensure by Examination:</u> Veterinary technician must graduate from an AVMA-approved veterinary technician training program and have achieved a passing score on the Veterinary Technician National Examination (VTNE).</p> <p><u>Licensure by Endorsement:</u> Veterinary technician applicant must have passed the VTNE and hold a current license, registration, or certificate as a veterinary technician in another state. The applicant must verify the license,</p>	<p>• For an applicant for licensure by examination to sit for the examination:</p> <ul style="list-style-type: none"> ○The licensure application and fee along with all supporting documentation must be received by the Board of Veterinary Medicine 45 days prior to the Michigan Veterinary Technician

	<p>registration, or certificate. Verification includes, but is not limited to, record of disciplinary action taken or pending against the applicant.</p>	<p>examination date to assure eligibility for the exam</p> <ul style="list-style-type: none"> ○To determine eligibility for the Michigan Veterinary Technician Examination. Official transcripts must be sent directly to the Board of Veterinary Medicine from the school (and must show the degree earned and the date conferred), or the Board of Veterinary Medicine must receive a letter from the Program Director of an AVMA-approved veterinary technology program stating that the student is in good standing in the final year of a program for training veterinary technicians ○Final transcripts must be received in order to issue license ● If the applicant for licensure by examination has already taken the VTNE, he or she should contact the Interstate Reporting Service at PES (212) 367-4342 to have the score report sent directly to the Michigan Board ● Applicants for licensure by endorsement: <ul style="list-style-type: none"> ○Must arrange for a final, official transcript of AVMA-approved veterinary technician education (showing the degree earned and the date conferred) to be sent to the Board of Veterinary Medicine directly from the school
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		<ul style="list-style-type: none"> ○ Must contact the Interstate Reporting Service at PES (212) 367-4342 to have the VTNE score report sent directly to the Board of Veterinary Medicine ○ If the applicant has been licensed in another state for less than 3 years, the applicant will be required to take and successfully complete the Michigan Veterinary Technician examination.
Additional Disclosures for all applications:	<p>Must disclose (in detailed explanation):</p> <ul style="list-style-type: none"> • Felony convictions • Misdemeanor convictions punishable by imprisonment for a maximum term of two (2) years • Misdemeanor convictions involving the illegal delivery, possession, or use of alcohol or a controlled substance (including motor vehicle violations) • Whether applicant has ever been treated for substance abuse in the previous two (2) years • Whether applicant ever experienced three (3) or more malpractice settlements, awards, or judgments totaling \$200,000 or more in any consecutive five (5) year period • Whether applicant ever had a federal or state health professional license or controlled substance license revoked, suspended, otherwise disciplined, been denied a license, or currently have a pending disciplinary action • Whether applicant has ever been censured, or requested to withdraw from a health care facility's staff or whether the applicant has ever had health care facility staff privileges involuntarily modified 	
Other Licensure Requirements	All new applicants, and applicants for relicensure whose license has lapsed for three (3) or more years, must submit fingerprints and undergo a criminal background check	
Other Licensure or Registration Required (i.e., DEA, State Pharma, etc.)	<p>VETERINARIAN ONLY:</p> <p>Controlled Substance license (can be obtained at same time as Initial Licensure): Required to prescribe or dispense controlled substances. Only required to possess one (1) CS License to prescribe controlled substances regardless of the number of locations.</p> <p>If receiving or storing controlled substances, a separate controlled substance license is required for each location.</p> <p>Must apply for veterinarian license renewal prior to renewal of controlled substance license</p> <p>Must possess DEA registration, which is renewable every three (3) years, must apply to federal DEA: http://www.dea.gov (not part of state licensing process)</p>	

	<p>Michigan Automated Prescription System (MAPS) Registration— http://www.michigan.gov/lara/0,4601,7-154-35299_28150_55478---,00.html</p>	
Veterinary Relicensure	<p>If license has lapsed for less than three years, applicant may be relicensed upon submission of application and fee, proof of applicant's good moral character, proof applicant has acquired not less than 45 hours of continuing education (CE) credit, and license verifications, if applicable. (Note that the CE requirement shall begin January 1, 2020).</p> <p>If license has lapsed more than 3 years, applicant must submit the relicensure application with appropriate fee, submit verification from each state or province where veterinarian has ever been fully licensed, establish applicant's good moral character, submit background check and fingerprints, and either:</p> <ul style="list-style-type: none"> • Pass the NAVLE; or • Resent evidence the applicant held an active license in another state at any time in the 3-year period immediately preceding application for relicensure and that applicant has accumulated not less than 45 hours of CE credit in the 3-year period immediately preceding application for relicensure. (Note that the CE requirement shall begin January 1, 2020). 	<p>All relicensure applicants must arrange for verification of licensure from any state or province where applicant holds or has ever held a permanent license to practice as a veterinarian to be sent directly to the Board of Veterinary Medicine.</p> <p>Register for NAVLE with the National Board of Veterinary Medical Examiners (NBVME) at www.nbvme.org. Have NAVLE score report submitted directly to Board of Veterinary Medicine from NBVME</p> <p>Submission of an application for relicensure constitutes verification the applicant has complied with the CE requirement.</p> <p>If audited, the applicant must present documentation proving s/he has completed the CE requirement.</p> <p>Licensees should maintain documentation of satisfying CE requirements for a period of 4 year</p>
Veterinary Technician Relicensure	<p>If license has lapsed less than 3 years, applicant must submit Relicensure Application with appropriate fee, be of good moral character, and submit proof of completing acquiring not less than 15 hours of CE, which satisfies the CE requirement.</p> <p>If license has lapsed 3 years or more, applicant must submit the Relicensure Application with the appropriate fee, be of good moral character, submit a background check/fingerprinting, and either</p>	<p>All relicensure applicants must arrange for verification of licensure from any state or province where applicant holds or has ever held a permanent license to practice as a veterinary technician to be sent directly to the Board of Veterinary Medicine.</p>

	<ul style="list-style-type: none"> • Present evidence s/he was licensed as a veterinary technician in another state at any time during the 3-year period immediately preceding the application; or • Submit proof of acquiring not less than 15 CE hours in the 3-year period immediately preceding the application, which satisfies the CE requirement. 	<p>Submission of an application for relicensure constitutes verification the applicant has complied with the CE requirement.</p> <p>If audited, the applicant must present documentation proving s/he has completed the CE requirement.</p> <p>Licensees should maintain documentation of satisfying CE requirements for a period of 4 year.</p>
<p>Fees</p> <p>See <u>License Renewal Fees</u></p>	<p>Veterinarian</p> <ul style="list-style-type: none"> • Initial By Exam or Endorsement: \$235.00 • Controlled Substance – \$249.25 • Limited License (Clinical Academic or Educational) with CS License: \$50.00 • Relicensure: \$255.00 • Renewal <ul style="list-style-type: none"> ○ Full: \$210.00 ○ CS Full: \$238.65 ○ Clinical Academic / Educational: \$79.55 <p>Veterinary Technician</p> <ul style="list-style-type: none"> • Initial By Exam/Endorsement: \$135.00 • Relicensure: \$75.00 • Renewal: \$78.00 	
<p>Application Packets (website links)</p>	<p>Initial License/Relicensure/Renewal <i>online only</i>: https://www.michigan.gov/lara/0,4601,7-154-89334_72600_85566---,00.html.</p> <p>Reinstatement of Revoked/Suspended License: https://www.michigan.gov/documents/lara/Reinstatement_Application_Packet_603064_7.pdf</p> <p>Reclassification: https://www.michigan.gov/documents/lara/Application for Reclassification of Limited Licenses 643907 7.pdf</p> <p>Special Volunteer License: https://www.michigan.gov/documents/lara/Special Volunteer 003 546538 7.pdf</p>	
<p>Other Requirements or Restrictions</p>	<p>If any applicant has ever been licensed in another state and has a current disciplinary sanction (including probation, limitation, suspension, revocation, or fine) on that license (even if inactive), applicant is ineligible for licensure. Applicant can proceed with filing</p>	

	for a Michigan registration upon resolution of the sanction and verification that the license is active with no disciplinary action in effect.
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Chapter 2

STATE OF MICHIGAN HEALTH CARE LICENSE INVESTIGATIONS AND THE COLLATERAL EFFECTS OF LICENSING SANCTIONS

**By: Robert S. Iwrey, Esq.
The Health Law Partners, P.C.**

The purpose of the chapter is to provide the reader with an overview of the typical process followed by Michigan's Bureau of Health Professions in its investigation and prosecution of health care providers for alleged violations of Michigan's Public Health Code ("MPHC") and the collateral legal effect that imposed sanctions can have upon the health care provider.

An Overview of the Bureau of Health Professions

Prior to December 7, 2003, investigations into, and resulting disciplinary actions against, Michigan licensed health care providers fell within the purview of the Bureau of Health Services under the Michigan Department of Consumer & Industry Services ("MDCIS"). In accordance with Executive Order 2003-18, the Bureau of Health Services became the Bureau of Health Professions ("BHP") and, along with the Bureau of Health Systems, transferred its operations from the MDCIS to the Department of Community Health ("MDCH"), effective December 7, 2003. In 2011, in accordance with Executive Order 2011-04, both BHP and the Bureau of Health Systems transferred their operations from the MDCH to the Department of Licensing and Regulatory Affairs ("LARA"), effective April 24, 2011. On October 18, 2012, LARA announced the creation of the Bureau of Health Care Services ("BHCS"). The BHCS brought together the Bureau of Health Systems, which governs licensed health care entities such as hospitals and ambulatory surgical centers, and the BHP, which governs individual licensed and registered health care providers such as physicians and nurses, under one umbrella for purposes of consolidating resources and administrative efficiency. In 2015, LARA established the Bureau of Professional Licensing ("BPL"), which currently includes the Enforcement Division, Licensing Division, and Investigations & Inspections Division ("I&I Division"). The BPL is responsible for licensing and regulating over 700,000 individuals

who are regulated by either the Michigan Occupational Code or the Public Health Code. Of the over 700,000 licensed individuals under the BPL's responsibility, over 400,000 are health care professionals licensed under the MPHC. The BPL is also responsible for maintaining the Health Professional Recovery Program ("HPRP") and the Michigan Automated Prescription System ("MAPS"). The State of Michigan officially replaced MAPS with PMP AWARxE on April 4, 2017, but the system is still commonly referred to as "MAPS." The mission of the BPL is to protect, preserve and improve the health, safety, and welfare of the citizens of Michigan through the licensing and regulation of occupational and health professionals. This is done through the administration of the occupational regulation sections of the MPHC, Public Act 368 of 1978, as amended, and by addressing practice issues related to health care in Michigan.

The BPL regulates 25 different health care professions under the MPHC. Additionally, the BPL receives and investigates allegations and/or complaints against these professionals. The I&I Division is responsible for investigating complaints against licensed professionals and pursuing discipline against a licensed professional if it is deemed necessary. If an Administrative Complaint is issued against the licensee and the matter cannot be dismissed (e.g., through negotiation) then one or more disciplinary sanctions may be imposed upon the licensee. Such regulatory discipline is usually a function of the disciplinary subcommittee of the licensee's licensing board or task force within the BHP which is composed of both professional and public members appointed by the Governor.

A Description of the Investigatory Process

The BPL distinguishes between *allegations* filed by consumers and others and formal *complaints* filed by the State. An allegation is a type of consumer complaint filed with the BPL. The consumer alleges that a violation of the MPHC has occurred. The allegation must be submitted in writing, contain the name and contact information of the person making the allegation, the name and profession of the licensee, a detailed description of the alleged problem or incident, and the names and contact information of any potential witnesses. Anonymous allegations will typically not be processed, but the name of the person filing the allegation will be kept confidential unless he

or she is required to testify at a hearing. Typical allegations are for quality of care concerns, a scope-of-practice concern issue or the conduct of the licensee—which may include potential criminal conduct (e.g., a patient who is billed for services that he or she never received may submit a written allegation for same to the BPL).

After receiving an allegation, BPL begins a process which could result in a disciplinary action. The BPL reviews the allegation and will either: (1) request authorization to investigate the allegation from the appropriate health professional board; (2) close the file with no further action due to no possible violation; or (3) close and refer the matter to a another state agency or entity if the allegation is outside the jurisdiction of BPL/LARA (e.g., if it involves a simple fee dispute, it will be deemed outside the scope of the BPL).

If the allegations are within the jurisdiction of the BPL, the BPL will conduct an investigation into the allegations. Typically, if an investigation is authorized, trained BPL investigation staff will interview the person filing the allegation, interview the licensed or registered health care professional, identify and interview other persons who may be able to provide additional information (such as coworkers or employers), and collect any other evidence which is needed for the case. Once the investigation is completed, the investigator will submit a summary report to his/her supervisor at LARA who will then make a recommendation based upon his/her review of the matter. There are three (3) possible courses of action that the LARA supervisor can recommend: (1) that the file be closed if the investigation failed to substantiate the allegation; (2) referral for expert review to determine if the conduct as alleged was below the minimal standards for the profession; or, (3) recommend that the file be transferred for drafting of an Administrative Complaint. If the file is recommended for closure and LARA supports this recommendation, the file will be closed and the complainant will be notified in writing of this decision.

If the file is recommended for expert review, the file will be transferred to the section responsible for identifying an appropriate expert reviewer. The expert sought typically will be someone with the same or similar education, training and experience as the licensee or registrant who was investigated. If the expert determines that the conduct as alleged was below minimal standards for the profession, the file will be transferred for drafting

of an Administrative Complaint. If the expert determines that the conduct was within the minimal standards for the profession, the file will be closed and the complainant notified in writing of this decision.

In addition to allegations filed by consumers, the BPL may also receive written notice of any of the following circumstances, often in accordance with one or more state and/or federal statutes requiring certain individuals and entities to report such circumstances to the BPL: (i) a limitation of staff privileges or a change in employment status due to disciplinary action taken by a health facility or agency; (ii) a disciplinary action taken by a professional health society; (iii) an adverse medical malpractice settlement, award or judgment; (iv) a felony conviction; (v) a misdemeanor conviction punishable by up to 2 years of imprisonment or that involves alcohol or a controlled substance; (vi) a licensee's ineligibility to participate in a federally-funded health insurance or health benefits program; (vii) a report by a licensee that another licensee has committed a violation of the MPHC; or (viii) a disciplinary action by a licensing board in another State. A licensee must notify LARA of a criminal conviction or a disciplinary licensing action taken by another state against the licensee within 30 days after the date of conviction or disciplinary action (regardless if it's on appeal), which will likely lead to an immediate investigation by the Bureau. A licensee's failure to do so gives rise to an independent disciplinary action under the MPHC.

Bases for the Issuance of an Administrative Complaint

If the BPL believes that there is sufficient evidence to demonstrate a violation of the MPHC, a formal Administrative Complaint will be issued on behalf of the BPL against the licensee charging the licensee with specific violations of the MPHC. MCLA §333.16221 sets forth the numerous bases for the issuance of an Administrative Complaint. The most commonly used bases are MCLA §§333.16221(a), (b)(i) and (b)(vi). MCLA §333.16221(a) is cited as a basis due to "a violation of general duty, consisting of negligence or failure to exercise due care, including negligent delegation to or supervision of employees or other individuals, whether or not injury results, or any conduct, practice, or condition that impairs, or may impair, the ability to safely and skillfully practice the health profession." MCLA §333.16221(b)(i) is cited as a basis due to "incompetence." MCLA §333.16221(b)(vi) is cited as a basis due to "lack of good moral character."

Amongst the numerous grounds for issuance of an Administrative Complaint, the MPHC provides that the BPL may issue an Administrative Complaint due to certain preceding criminal violations. For example, a conviction of: a misdemeanor punishable by imprisonment for a maximum term of 2 years; a misdemeanor involving the illegal delivery, possession, or use of a controlled substance; a felony; any criminal sexual conduct; reckless or intentional inappropriate destruction or alteration of medical records; a misdemeanor or felony involving fraud to obtain professional fees; a misdemeanor related to the ability to practice safely/competently; and practicing under the influence of alcohol or drugs--all provide a basis for a licensing action against the convicted licensee.

Issuance of the Administrative Complaint & Summary Suspension

After an Administrative Complaint is drafted and served on the licensed professional who is the subject of the Administrative Complaint, the licensed professional has 30 days in which to respond in writing or the matter will result in sanctions from the appropriate board's disciplinary subcommittee without input from the licensee in terms of an answer to the allegations and/or any mitigating information provided. The licensee may also respond to the Administrative Complaint with any of the following: (1) seek a Compliance Conference with BPL and try and discuss or settle the matter; (2) admit to the facts of the Administrative Complaint and enter into a Consent Order; or (3) request a hearing with the Michigan Administrative Hearing System ("MAHS") for an Administrative Law Judge ("ALJ") to determine the facts of the case and prepare a Proposal for Decision ("PFD").

When an Administrative Complaint is issued, a Summary Suspension may also be issued—in addition to the Administrative Complaint. If the BPL believes that there could be an immediate risk to the public health, safety or welfare, it may order a summary suspension of a professional license until an Administrative Hearing before an ALJ is held. If a summary suspension is issued against a licensee, he/she cannot practice his/her profession until the matter is resolved through the administrative hearing process. If the licensee is convicted of a felony, a misdemeanor punishable by 2 years or more in prison, or a misdemeanor involving the illegal delivery, possession or use of a controlled substance, the BPL will summarily suspend the licensee's license, regardless of whether there is such an immediate risk. The suspension will remain in place until the Administrative Hearing, if requested,

is concluded unless it is otherwise resolved through a petition to LARA for an immediate hearing before an ALJ to dissolve the summary suspension order. Importantly, the same ALJ that hears the immediate summary suspension hearing, if an immediate hearing is requested, will preside over the hearing on the underlying Administrative Complaint and the testimony taken at a summary suspension hearing will also be considered part of the relevant testimony at the hearing on the underlying Administrative Complaint.

Compliance Conference & Settlement Conferences

After the issuance of an Administrative Complaint and filing of an Answer thereto (within 30 days from being served with an Administrative Complaint), a Compliance Conference and/or a Settlement Conference may be held to attempt to reach a resolution of the Administrative Complaint short of attending a formal Administrative Hearing. A Compliance Conference is an informal meeting typically between the health care licensee, his or her attorney, and an analyst from the BPL that provides an opportunity to negotiate a settlement that is agreeable to both the licensee and LARA. On occasion, when available and/or upon request, a designated representative of the licensee's respective board (referred to as the "Conferee") may also attend the Compliance Conference. Any proposed settlement between the BPL and the licensee must be approved by the Disciplinary Subcommittee of the applicable licensing board. Recently, LARA has taken the position that certain cases that do not involve a question regarding standard of care do not require the presence of a Conferee and thus, even if the licensee requests a Conferee to be present, LARA may choose not to honor such request and insist that the licensee either proceed with the Compliance Conference with just the BPL analyst in attendance or waive the Compliance Conference, request a hearing, and have the matter transferred to the Attorney General's Office.

At the Compliance Conference, the health care licensee is given an opportunity to demonstrate his or her compliance with the applicable provisions of the MPHC alleged to have been violated in the Administrative Complaint. The meeting is informal and there are no sound or video recordings or statements taken under oath. At, or shortly after, the Compliance Conference, the BPL confers with the Conferee and then communicates any available settlement offers to the licensee or the licensee's legal counsel for consideration. While not expressly

provided for by statute or administrative rule, if the matter is not resolved via a Compliance Conference, there may be opportunities to resolve the matter short of a formal administrative hearing via a Settlement Conference held between the Assistant Attorney General (“AAG”) assigned to the matter and the licensee’s legal counsel.

Consent Orders

If a proposed settlement is reached between the BPL and/or the AAG, the licensee and the Conferee, such settlement is reduced to a written, proposed Consent Order and Stipulation (“COS”) which is drafted by the BPL and/or the AAG. While most of the language of the proposed COS is standard, attorneys for the licensee can negotiate certain language for the benefit of the licensee. Importantly, the COS is not final until it is approved by the Disciplinary Subcommittee of the applicable licensing board. Typically, such approval is sought at the next regularly scheduled meeting of the Disciplinary Subcommittee of the applicable licensing board. Each licensing board publishes its schedule of annual meetings online. Most licensing boards meet every other month. Moreover, if the proposed COS is not timely submitted for consideration by the Disciplinary Subcommittee of the applicable licensing board well in advance of the next regularly scheduled meeting (e.g., approximately 2 weeks prior to the scheduled meeting), the matter may not be placed onto the agenda and the parties will need to wait until the next meeting thereafter for consideration. Although the meeting of the Disciplinary Subcommittee is a public meeting and can be attended by the licensee and/or the licensee’s legal counsel, neither the licensee nor the licensee’s legal counsel will be provided with an opportunity to argue the matter or introduce any information in an attempt to influence the Disciplinary Subcommittee’s decision. The Disciplinary Subcommittee can accept, modify or reject the terms and conditions of the proposed COS. If the Disciplinary Subcommittee accepts the COS as written, it is signed and becomes effective in accordance with the terms of the COS (e.g., the COS may indicate that it is effective upon signature by the Chair of the applicable licensing board or within 30 days of such signature). If the Disciplinary Subcommittee modifies any of the terms and conditions of the proposed COS, the BPL and/or AAG notifies the licensee of the proposed modifications (which are often referred to collectively as a “Counteroffer”). If the licensee accepts the Counteroffer, the modified COS will be entered and the matter will be

concluded. If the licensee rejects the Counteroffer and no other offers are acceptable to the applicable licensing board or if the applicable licensing board simply rejects the proposed COS without making any Counteroffer, the matter will proceed to an ALJ Hearing.

ALJ Hearing Process

As stated above, if a settlement cannot be reached or if the licensee requests a hearing, the BPL will refer the matter over to the AG and the matter proceeds to an administrative hearing, to be conducted in accordance with the Michigan Administrative Procedures Act and Michigan Administrative Code Rules 338.1601 through 338.1637. The administrative hearing is held to determine the facts of the case and the laws and rules that should be applied. Opening statements are provided, witnesses may be called for examination and cross-examination, documentary evidence is introduced, and closing arguments are made. An ALJ presides at the hearing and issues a report after the hearing, which is then sent to the Disciplinary Subcommittee for review and final decision. The report includes a summary of the testimony and evidence, the findings of fact, conclusions of law and a proposal for decision. The ALJ is not permitted to recommend or impose penalties. After receiving the ALJ's report, the Disciplinary Subcommittee can dismiss the matter, remand the matter for further testimony or evidence or revise the findings of fact and conclusions of law.

Sanctions and Disclosure of Sanctions

If the Disciplinary Subcommittee determines that a preponderance of the evidence supports the proposed findings of the ALJ, the Disciplinary Subcommittee can adopt the findings and impose a sanction under MCLA §333.16226. The penalties that can be imposed range from a reprimand; monetary fine; probation with terms and condition such as additional education; restriction/limitations placed upon the license; a mental, physical, or professional competence examination; suspension of the license for a set period of time; revocation; and permanent revocation. The BPL implements the decisions of the Disciplinary Subcommittee and monitors compliance with the decisions. A licensee affected by an adverse action may appeal only to the Michigan Court of Appeals.

In accordance with the MPHC, LARA is required to publish the names and addresses of disciplined licensees. To comply with this requirement, the BPL regularly publishes a Disciplinary Action Report (DAR). The DAR lists the disciplinary actions taken against health professionals who are licensed and regulated by the various health boards within the BPL. The report also includes updated information regarding licensees who have appealed the Board's action to a higher court. The report includes the names of the health professionals, the city of the address on file with LARA, their professional license number, the type of disciplinary action taken, the effective date of the action and the general nature of the complaint. This information is available on-line at http://www.michigan.gov/lara/0,4601,7-154-72600_72603_27529-43008--,00.html and is also available in writing from LARA.

In addition to publishing the DAR, LARA also notifies the Commissioner of the Department of Insurance and Financial Services ("DIFS") (which provides the information to insurance carriers providing professional liability insurance), the Department of Health and Human Services (which reports disciplinary actions to licensed health care facilities and agencies), State and Federal agencies responsible for fiscal administration of federal health care programs, applicable professional associations, the Associated Press ("AP"), and the United Press International ("UPI"). LARA also provides the State of Michigan Library with an annual report of all disciplined licensees for the preceding 3 years and provides the National Practitioner Data Bank with a list of disciplined licensees.

In accordance with the federal Health Care Quality Improvement Act of 1986 ("HCQIA"), anytime a physician or dentist is sanctioned by the State, the appropriate Board within the BPL is required to report such action to the National Practitioner Databank ("NPDB"), which acts as a flagging system, disseminating certain information to eligible entities to assist them in conducting investigations of the qualifications of the health care practitioners they seek to license or hire or to whom they wish to grant membership or clinical privileges. An adverse action report must be given to the NPDB within 30 days after formal approval of the licensure action by the Board or its authorized official. Significant delays may occur between the formal approval of the action and

the drafting of the order for publication but the trigger date for the report is based upon the Board's formal approval of the action. The Board must also report revisions to adverse licensure actions such as reinstatement of a license. A licensee whose license has been revoked or suspended will be reported, as will a licensee who has been reprimanded, placed on probation, censured or otherwise sanctioned. However, if a licensee has been fined only (*i.e.*, no other accompanying sanction such as revocation, suspension, reprimand, probation or surrender) and such fine is imposed for reasons unrelated to quality of care, such fine will not be reported. A physician or dentist that voluntarily surrenders his or her license for personal reasons unrelated to his or her professional competence or conduct (*e.g.*, retirement) will not be reported either.

Hospitals must query the NPDB when a practitioner applies for privileges and every two years for practitioners on the medical staff or holding privileges. Other health care entities, including professional societies, may query the NPDB when entering an employment or affiliation relationship with a practitioner or in conjunction with professional review activities. State Licensing Boards may query the NPDB at any time and health care practitioners can self-query at any time. Medical malpractice payers and lawyers may **not** query the NPDB at any time.

In addition to disclosures by LARA and the applicable professional Board, a licensee has a duty to self-report in certain circumstances. If a licensee is fined, reprimanded, placed on probation or ordered to pay restitution, the licensee must notify his or her employer, and any hospital where he or she is admitted to practice, within 10 days of the final order imposing the sanction. Additionally, if a licensee's license is revoked or suspended for greater than 60 days, within 30 days of the final order imposing the revocation or suspension, the licensee must provide written notice to all patients seen within 120 days immediately preceding the effective date of the revocation or suspension. The licensee must also provide oral notice to all patients who contact the licensee for professional services during the first 120 days after the date of the final order imposing the revocation or suspension.

The Collateral Effect of Licensing Sanctions upon the Licensee

The severity of the sanction imposed by the Disciplinary Subcommittee will determine the extent of the collateral damage to the licensee. The following is a list of some, but not all, of the repercussions that a sanctioned licensee may encounter:

1. **Loss of Hospital Privileges:** Typically, in accordance with medical staff bylaws at a hospital, a licensee whose license has been revoked or suspended will have his or her clinical privileges revoked or suspended for at least the term of the suspension. Similarly, a licensee whose license has been restricted will often have his or her clinical privileges restricted if they fall within the scope of the limitation or restriction imposed by the State. If a licensee is placed on probation, hospitals vary in their response (*i.e.*, some will suspend the licensee's clinical privileges for the period of probation, while others may only suspend voting and office holding prerogatives). However, if the underlying actions or omissions of the licensee that gave rise to the State-imposed sanction concerns quality of care issues, hospitals will invariably take some form of corrective action. Depending upon the severity of the sanction and/or whether quality of care issues are raised, a hospital may summarily or automatically suspend the licensee's clinical privileges prior to any hearing on the matter. When a licensee's clinical privileges at a hospital are affected, due process is often afforded the licensee in accordance with the hospital's fair hearing plan. Provisions in the hospital's credentialing procedures manual, hospital bylaws, and medical staff bylaws are often implicated and should be reviewed as well. Judicial review of the termination of clinical privileges at a private hospital was essentially unavailable under Michigan law in the absence of allegations of discrimination or violations of state or federal statutory law from approximately 1982 until 2005 when the Michigan Court of Appeals in *Feyz v. Mercy Memorial Hospital, et al*, 264 Mich App 699 (2005), significantly changed over twenty years of prior case law by empowering licensees with the ability to challenge private hospital staffing decisions in ways which were previously barred. On June 24, 2006, the Michigan Supreme Court issued its opinion in *Feyz v. Mercy Memorial Hospital, et al*, 475 Mich 663 (2006), upholding the abrogation of the judicial non-intervention doctrine and a licensee's right to challenge a private hospital staffing decision in court.

2. **Loss of Participation and Enrollment with State Professional Associations:** Professional associations will vary in their response to a sanctioned member, although it is unlikely that a licensee will be departicipated due to the imposition of a fine or reprimand. On the other hand, a licensee whose license has been revoked or suspended for a lengthy period of time will usually lose his or her membership in the association (e.g., Michigan State Medical Society). Typically, a licensee must maintain his or her membership in the professional association in order to continue to qualify for group health care insurance originally obtained through the professional association. Thus, departicipation from a professional association may have significant ramifications for the sanctioned licensee. In addition, there are some professional associations that obtain reduced premiums for professional liability insurance for its group members. Such malpractice insurance may be affected by a State-imposed sanction.

3. **Loss of Participation in Preferred Provider Organizations (“PPOs”):** While PPOs vary in their reaction to licensing sanctions, many PPOs have very strict policies regarding sanctions, often departicipating sanctioned licensees who have been reprimanded or placed on probation and not just those whose licenses have been revoked or suspended. While quality of care concerns will certainly lead to investigation and possible departicipation, sanctions having nothing to do with quality of care concerns are often cited as the basis for departicipation. PPOs have justified such departicipations as administrative cost savings, elimination of redundant services, and other business reasons. Judicial review of such departicipation is available, although one must often exhaust internal, administrative remedies within the PPO first. Legal challenges to such departicipation may be based upon numerous legal theories including, but not limited to: (a) violation of public policy; (b) breach of provider contract; (c) breach of implied covenant of good faith and fair dealing; (d) due process violations; (e) tortious interference with business expectations and/or contract; (f) violation of unfair competition laws; (g) violation of antitrust laws; (h) breach of third party beneficiary contracts; and (i) breach of fiduciary duty.

4. **Loss of Enrollment with Third-Party Payors:** Like PPOs, third party payors vary in their reaction to licensing sanctions, although the reaction tends not to be as severe as with the PPOs. Commercial carriers vary in

their responses but often will follow departicipation policies similar to BCBSM's Traditional Program. BCBSM's Traditional Program has set policies by which it determines whether departicipation is appropriate and, if so, the length of the departicipation period. At present, there are 13 non-exclusive departicipation criteria, which include termination or suspension of licensure, certification, registration, certificate of need or accreditation in Michigan. However, it is important to note that BCBSM may departicipate licensees that have lesser sanctions imposed upon them as well. For example, criterion number 13 provides for departicipation of providers who violate any local, state or federal regulation, law or code (which includes the MPHC), regardless of whether any sanction is imposed by the State for such violation. BCBSM's Blue Preferred Plan (Trust) Program Professional Provider Agreement does not reveal any provision mandating termination from its network for licensing sanctions but does provide that the Agreement may be terminated by BCBSM immediately at BCBSM's option if a Trust provider's license is revoked, restricted or suspended.

5. **Loss of DEA Registration:** LARA will report to the U.S. Department of Justice when it revokes or suspends a provider's license. 21 USCA § 824 provides that the U.S. Attorney General may suspend or revoke a provider's DEA registration when the provider's state license or registration is suspended, revoked or denied or where competent state authority has merely recommended that the provider's state license or registration be suspended, revoked or denied. The provider may request a hearing in order to contest such action. In cases where there is a perception of imminent danger to the public health or safety, the U.S. Attorney General may immediately suspend a provider's DEA registration prior to any hearing.

6. **Loss of Board Certification:** A licensee, whose license has been revoked or suspended for a lengthy period of time, may lose his or her board certification in his or her field of specialty depending upon the rules and requirements of the governing Board. Such loss of board certification could result in loss of clinical privileges in accordance with an entity's medical staff bylaws that require such certification in order to practice at the entity.

7. Exclusion from Participation with Medicare, Medicaid and Other Federal and State

Governmental Programs: There are basically two types of exclusion under the federal statutory and regulatory provisions regarding Federal program (e.g., Medicare and Medicaid) participation: *mandatory* exclusion and *permissive* exclusion. A criminal conviction related to the delivery of an item or service under the Medicare program or any State health care program (e.g., Medicaid), will result in a mandatory exclusion of at least five years. However, a provider whose license has been revoked or suspended or has otherwise lost his or her license for reasons bearing on the individual's professional competence, professional performance or financial integrity *may* be excluded from participating in Medicare and Medicaid at the discretion of the Secretary of HHS. Likewise, the Secretary of HHS has discretion to exclude a provider who has surrendered his or her license during the pendency of a formal disciplinary proceeding concerning the provider's professional competence, professional performance or financial integrity. The duration of a permissive exclusion resulting from a licensing sanction will be for a period of time not less than the period during which the provider's license is revoked, suspended or otherwise not in effect as a result of, or in connection with, a state licensing agency action.

The effect of exclusion from the Medicare/Medicaid program is that no federal health care program payment may be made for any items or services furnished by an excluded provider or directed or prescribed by an excluded provider, regardless of the method of reimbursement or to whom the payment is made. Likewise, no payment can be made for administrative and management services, not directly related to patient care, that are provided or directed by an excluded provider. In addition, no federal program payment may be made to cover an excluded provider's salary, expenses or fringe benefits, even if the excluded provider does not provide direct patient care. An excluded provider cannot avoid the effect of such exclusion by changing from one health care profession to another.

An excluded provider that submits, or causes to be submitted, a claim for reimbursement to Medicare/Medicaid, may be subjected to a civil monetary penalty of \$10,000 for each claim plus treble damages. In addition, the excluded provider could jeopardize his or her ability for reinstatement into the Medicare/Medicaid

programs in the future. Importantly, health care providers that employ or enter into contracts with excluded providers to provide items or services to Medicare/Medicaid beneficiaries may also be subject to civil monetary penalties and potential exclusion from the Medicare/Medicaid programs if they submit claims for items or services furnished by an excluded provider that they knew or should have known was excluded. According to the Office of Inspector General, providers and contracting entities have an affirmative duty to check the program exclusion status of individuals and entities prior to entering into employment or contractual relationships, or run the risk of the imposition of civil monetary penalties. Excluded providers are listed on the OIG website at oig.hhs.gov. Health care providers may only employ an excluded provider in limited situations where the health care provider is both able to pay the individual exclusively with private funds or funds from other non-federal sources and where the services furnished by the excluded provider relate solely to non-federal program patients.

Practical Tips to Avoid a Licensing Action

Having a license to practice health care in the State of Michigan is not a right but a privilege that can be taken away or restricted for failing to abide by various statutory bases set forth within the Michigan Public Health Code ("MPHC"). As such, compliance with the MPHC is the key to avoiding a licensing action. In order to facilitate such compliance, each health care licensee is encouraged to actively participate in an effective compliance plan at his or her worksite. If the health care licensee is a solo provider or member of a group that does not have a compliance plan, he or she should develop, implement and maintain an active compliance plan that includes: (1) designating a compliance officer or contact; (2) implementing written standards and procedures; (3) conducting appropriate training and education; (4) developing open lines of communication; (5) conducting internal monitoring and auditing; (6) responding appropriately to detected offenses and developing corrective action; and (7) enforcing disciplinary standards through well-publicized guidelines. Although each of these elements plays a role in facilitating compliance, emphasis should be placed on conducting internal monitoring and auditing as this can help identify a previously unknown issue and provide one with an opportunity to take proactive, prophylactic measures to address the issue prior to the issue resulting in a licensing investigation.

In addition, emphasis must be placed on appropriate documentation of the medical record. The majority of licensing actions are based, at least in part, upon a lack of appropriate documentation in the medical record. For example, if a patient is non-compliant with the health care licensee's instructions, such non-compliance should be documented. If not, a subsequent review of the licensee's medical records may lead the reviewer to conclude that the licensee, not the patient, failed to follow-up. Moreover, while there is no standard form utilized by all health care licensees for documenting patient encounters, incorporating the S.O.A.P. format (*i.e.*, subjective, objective, assessment and plan) is strongly advised as record reviewers will look to see if each of these elements is present in the documentation. Importantly, as of December 2006, a health care licensee is required to maintain a record for each patient for whom he or she had provided medical services, including a full and complete record of tests and examinations performed, observations made and treatments provided. One area of documentation that is often alleged to be deficient is the medical necessity of the diagnostic testing and/or treatment rendered. As such, care should be taken to make sure that the licensee properly documents the medical need for the diagnostic tests being ordered and the treatment being provided.

Furthermore, with the recent push towards adopting and meaningful use of electronic health records ("EHR"), health care licensees should be mindful of issues such as self-populating record fields which can result in significant inconsistencies in the medical record. For example, due to a self-populating field, the medical record may state in one area: "patient has no complaints of pain," but in another area state: "patient presents with severe pain." In some cases, EHR systems may automatically generate a prescription, including strength and form, based on the notes in the record. In such instances, the health care licensee must take care on two levels. Firstly, the licensee must ensure that the prescription generated by the EHR system is appropriate for the patient. Though the system is convenient in generating the prescription, nothing can substitute for the professional judgment of the licensee. Secondly, if the licensee does, in fact, change the EHR-system-generated-prescription, the licensee must ensure that such alterations are also reflected in the exam note itself. Other licensees will rely on that exam note to make future decisions on refilling the prescription or prescribing another medication. Liability can also

arise by missing simple spelling errors, despite spell check (e.g., writing care instead of case). The ease with which certain tasks can be completed with an EHR system can result in increased carelessness where such mistakes could have much greater implications, including risks of patient safety, medical malpractice claims or audit activity—all which could lead to a licensing action.

Lastly, due to the growing epidemic in Michigan regarding prescription drug abuse, there has been an increase in actions against health care licensees for illegitimate prescribing of controlled substances. As set forth above, Administrative Complaints may issue against a health care licensee for (i) a “violation of general duty, consisting of negligence or failure to exercise due care...whether or not injury results” or (ii) “incompetence.” Both of these bases essentially allow a licensing action for not following the applicable standards of care. The applicable standards of care, while not delineated by statute, have been developed by the various health care licensing boards (including the Boards of Medicine, Osteopathic Medicine & Surgery and Pharmacy) to include a consideration of the following: (1) Michigan Guidelines for the Use of Controlled Substances for the Treatment of Pain developed by the Michigan Board of Medicine and the Michigan Board of Osteopathic Medicine and Surgery; (2) Michigan Board of Pharmacy Guidelines for the Use of Controlled Substances for the Treatment of Pain; (3) *Responsible Opioid Prescribing: A Guide for Michigan Physicians*—a book endorsed by LARA as representing the standard of care in Michigan; and (4) the use of MAPS. Health care licensees who prescribe controlled substances are well advised to familiarize themselves with these publications and the standards of prescribing controlled substances in Michigan. BPL and law enforcement have taken the position that the applicable standards of care *require* physicians to perform MAPS queries regularly on patients for whom they prescribe controlled substances and that failure to do so is a breach of the applicable standard of care. Moreover, as of June 1, 2018, MCL 333.7303a(4) provides that before prescribing or dispensing to a patient a controlled substance in a quantity that exceeds a 3-day supply, a licensed prescriber must obtain and review a MAPS report to monitor schedule 2 through 5 controlled substances (with some very limited exceptions for a hospital/ASC and where the patient is an animal). MCL 333.7303a(3) also requires a license prescriber to ask the patient about other controlled

substances the patient may be using and document the patient's responses in the patient's medical record. The aforementioned statutes are just some of the legislative response to the continuing opioid crisis facing Michigan and the rest of our Nation. In light of the increased emphasis being placed by Michigan health care licensing boards that govern licensed controlled substance prescribers and dispensers, licensed controlled substance prescribers and dispensers are well advised to consult with their health care legal advisors to keep abreast of the additional legal requirements (e.g., statutes and administrative rules) regarding controlled substance prescribing and dispensing that: (i) currently exist and are effective, (ii) currently exist but have not yet become effective, (iii) are currently being proposed and discussed, and (iv) are expected to be proposed in the near future.

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