

Bureau of Professional Licensing Athletic Trainer FAQ

1. Can I provide athletic training in Michigan with only BOC certification?

Michigan law requires a license to practice athletic training. BOC certification does not satisfy this requirement.

2. Can I apply for my Athletic Trainer license before I get my BOC certification?

Yes, but the license will not be issued until proof of BOC certification is received.

3. Why do I have to have BOC certification in order to get my license?

BOC certification confirms an individual has met the educational and exam requirements for licensure.

4. How long is an Athletic Trainer licenses issued for? Will the license period run concurrent with the BOC certification period?

An initial Athletic Trainer license is valid until the next license expiration date of the profession unless the license is issued less than 120 days prior to the expiration date and then it will carry to the following year. After the first renewal, the license will be valid for three years.

BOC is a separate entity than the State of Michigan and therefore has a different expiration date than an Athletic Trainer license with the State of Michigan.

5. When can I renew my license? How do I renew my license?

Licensees can begin to renew their licenses approximately 90 days prior to the expiration date of their current license.

Licensees will be mailed a renewal notification to their address on record approximately 90 days prior to the expiration date of the license. Remember to notify the Department in writing of any address change. It's a licensee's responsibility to renew his or her license on time. Failure to receive the renewal notification, or to notify the Department of an address change, does not exempt a licensee from renewing their license on time.

Licensees are required to renew their license(s) by using the online renewal system at www.michigan.gov/elicense using a debit or credit card containing a MasterCard, Visa or Discover logo or by electronic check.

6. Do I have to send in proof of completing the continuing education (CE) requirements with my renewal application?

An applicant for renewal is not required to submit proof of completion of their CE hours. However, an applicant for renewal shall retain documentation of meeting the requirements for a period of 4 years from the date of applying for license renewal. If selected for audit, a licensee is required to submit copies of their documentation confirming the completion of the CE requirements.

7. Am I required to maintain BOC certification to renew my license?

BOC certification is not a requirement for license renewal. However, some employers require BOC certification for employment. Licensees are encouraged to confirm their employer's requirements.

Current BOC certification is required for relicensure if you let your license lapse more than 3 years and you did not hold an active license in another state within that 3 year period.

8. I have to take CE to maintain my BOC certification. Can I use that CE for my license renewal?

The 75 CE hours required to maintain BOC certification may be used toward the 75 CE hours required to renew a Michigan license. A licensee is required to complete 75 CE hours during the 3-year license cycle with a minimum of three hours of CE relating to pain and symptom management. Additionally, a licensee must possess current certification in emergency cardiac care, cardiopulmonary resuscitation and first aid.

9. There have been changes to the Public Health Code and Administrative Rules that require licensees and individuals seeking licensure to complete human trafficking training. When does this take effect?

Administrative Rule R 338.1303 requires an individual licensed or seeking licensure to complete training to identify victims of human trafficking. This is a one-time training that is separate from continuing education (CE). Licensees who renewed in 2016 must complete training by renewal in 2019; renewals completed in 2017 must complete training by renewal in 2020; and renewals for 2018 by 2021. Beginning April 22, 2021, completion of training is a requirement for initial licensure.

The department may select and audit a sample of individuals and request documentation of proof of completion of training.

10. How can I meet the requirement for the completion of training in identifying victims of human trafficking?

The one-time human trafficking training may be done through: a teleconference or a webinar, online presentation, live presentation, or printed or electronic media. Refer to the Administrative Rules for more information.

The training must cover all of the following: understanding the types and venues of human trafficking in the United States; identifying victims of human trafficking in health care settings; identifying the warnings signs of human trafficking in health care settings for adults and minors; and identifying resources for reporting the suspected victims of human trafficking.

The training may be acquired through any of the following:

- 1) A nationally recognized or state recognized, health related organization.
- 2) By or in conjunction with a state or federal agency.
- 3) An educational program that has been approved by the board for initial licensure, or by a college or university.
- 4) Reading an article related to the identification of victims of human trafficking as indicated above, and is published in a peer review journal, health care journal, or professional or scientific journal.

If audited, licensees shall provide acceptable proof of completion.

11. Are Athletic Trainers from other states coming into Michigan with their teams required to obtain a license?

An out-of-state athletic trainer coming into Michigan with his or her team does not have to obtain a license if the athletic trainer will be in the state for an event that uses the services of athletic trainers and is in Michigan not more than 30 consecutive days. The out-of-state athletic trainer must either be BOC certified or licensed as an athletic trainer in another state.

12. How do I file a complaint against a health care professional?

Information on how to [File an Allegation Against a Health Care Licensee](#) can be located on the Bureau of Professional Licensing's website at www.michigan.gov/bpl.

13. Where can I find a copy of the administrative rules pertaining to Athletic Trainers?

You may view the current [Administrative Rules](#) and proposed revisions on the website www.michigan.gov/bpl.