

**MICHIGAN OSTEOPATHIC PHYSICIAN EDUCATIONAL LIMITED LICENSING GUIDE**

**LICENSURE REQUIREMENTS CHECKLIST**

(Listed below are the minimum requirements needed to obtain an osteopathic physician educational limited license.)

**APPLICATION AND FEES**

- Online Application for an Osteopathic Physician Educational Limited License - Complete all fields, answer all questions and upload any supporting documentation.
- Online Application for Controlled Substance License.
- Online applications can be completed by visiting [www.michigan.gov/miplus](http://www.michigan.gov/miplus)
- Application Fee + 1 year license fee: (Must be paid by Visa, Mastercard, or Discover credit or debit card)  
 Educational Limited License \$91.85  
 Controlled Substance \$91.90

**THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS**

- If you will be dispensing controlled substances, you must apply for both an osteopathic physician educational limited license and controlled substance license. You may apply for a controlled substance license by completing the controlled substance license fields in the application. If you do not apply for a controlled substance license on your osteopathic physician educational limited application, you must wait for the osteopathic physician educational limited license to be issued before you may apply for a controlled substance license.
  - Beginning September 1, 2019, individuals seeking a controlled substance license or who is licensed to prescribe or dispense controlled substances must have completed a 1-time training in opioids and controlled substances awareness that meets the standards established in the Board of Pharmacy Controlled Substances Administrative Rules, R 338.3135 prior to being issued a license.
- Criminal Background Check – Once the online application is completed and submitted you will be emailed an Application Confirmation letter containing instructions to complete the Criminal Background Check (except those applicants seeking relicensure, if the license expired within the last three years).
- Good Moral Character Questions – Documentation and explanation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking a license.

## OSTEOPATHIC PHYSICIAN EDUCATIONAL LIMITED LICENSING GUIDE

- Human Trafficking – Beginning December 20, 2021, completion of training to identify victims of human trafficking is required for initial licensure that meets the standards of Administrative Rule 338.120.
- Social Security Number (SSN) – An individual applying for licensure is required to provide his or her social security number at the time of application. If exempt under law from obtaining a SSN or do not have a SSN, the SSN affidavit form will be required to be uploaded at the time the application is submitted.
- Verification of Licensure – If you hold a current license or ever held a license as an osteopathic physician, verification of licensure will be required to be submitted directly to this office by the licensing agency of any state of the United States in which you hold or ever held a license. Verification can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to Bureau of Professional Licensing PO Box 30670 Lansing, MI 48909.
- Professional Education – Name of school attended, and name of educational program completed.
- Hospital Affiliations – Name of each hospital where you are employed or under contract along with name of hospital in which you are allowed to practice.
- Official transcripts confirming the completion of the requirements for a degree in osteopathic medicine submitted directly to this office from a Board approved school or osteopathic medicine – OR – a letter of good standing verifying that you are expected to graduate in 3 months can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to Bureau of Professional Licensing PO Box 30670 Lansing, MI 48909.
- Certification of Appointment to a Michigan Training Program form submitted directly to this office by the Board approved hospital in which the training is to occur can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to Bureau of Professional Licensing PO Box 30670 Lansing, MI 48909.

### ADDITIONAL REQUIREMENTS FOR THOSE APPLYING FOR RELICENSURE

Online application can be completed by visiting [www.michigan.gov/miplus](http://www.michigan.gov/miplus), select **MiPLUS Login**, select “**Modification**” next to your license number and then select “**Relicensure.**” The following requirements need to be met:

- Official transcripts confirming the completion of the requirements for a degree in osteopathic medicine submitted directly to this office from a Board approved school or osteopathic medicine – OR – a letter of good standing verifying that you are expected to graduate in 3 months can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to Bureau of Professional Licensing PO Box 30670 Lansing, MI 48909.
- Certification of Appointment to a Michigan Training Program form submitted directly to this office by the Board approved hospital in which the training is to occur can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to Bureau of Professional Licensing PO Box 30670 Lansing, MI 48909..

## RENEWAL REQUIREMENTS CHECKLIST

- Online Application for Osteopathic Physician Educational Limited License Renewal and Controlled Substance License Renewal – Can be completed by visiting [www.michigan.gov/miplus](http://www.michigan.gov/miplus)
- Educational Limited License \$32.40 (Must be paid by Visa, Mastercard, or Discover credit or debit card)  
Controlled Substance \$81.10
- Renewal Cycle: 1 year – A limited license for a postgraduate is renewable for not more than 5 years.
- Good Moral Character Questions - Documentation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking license renewal.
- Disciplinary Question - Documentation will be required if you answer “yes” to having sanctions imposed against you by a similar licensure, registration, certification, or disciplinary board of another state or country you have not previously reported to the department.
- Upload educational limited renewal certification of admittance to an osteopathic medicine training program form completed by the Director of Medical Education of the appointing hospital.
- Accept Renewal Attestation – By accepting the renewal attestation you as the licensee are certifying that you have met the human trafficking requirement:
  - Human Trafficking –
    - Beginning in 2016, and all renewals thereafter, licensees seeking renewal must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.120 prior to renewing their license. The training must only be completed one time.

## HELPFUL RESOURCES AND FORMS

- By visiting [www.michigan.gov/healthlicense](http://www.michigan.gov/healthlicense) and clicking on the osteopathic medicine and surgery link you can access the following helpful resources and forms:

### Resources:

- Public Health Code
- Administrative Rules for Osteopathic – Medicine and Surgery

### Forms:

- Certification of appointment to a michigan training hospital
- Eduational limited renewal certification of admittance to an osteopathic medicine training program