## MICHIGAN OSTEOPATHIC PHYSICIAN (DO) LICENSING GUIDE

### LICENSURE REQUIREMENTS CHECKLIST

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

### APPLICATION AND FEES

- Online Application for an Osteopathic Physician License - Complete all fields, answer all questions and upload any supporting documentation.
- Online Application for Controlled Substance License (Optional)
- Online applications can be completed by visiting [www.michigan.gov/miplus](http://www.michigan.gov/miplus)

- Application fee + 3 year license fee: (Must be paid by Visa, Mastercard, or Discover credit or debit card)
  - DO by Exam and Endorsement $367.70
  - Controlled Substance $254.10

### THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS FOR THE OSTEOPATHIC PHYSICIAN LICENSE

- If you will be dispensing controlled substances, you must apply for both an osteopathic physician 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 application, you must wait for the osteopathic physician 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.
- 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.
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- 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 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.

### ADDITIONAL REQUIREMENTS FOR LICENSURE BY EXAM

- Verification of your examination scores submitted directly to this office from the National Board of Osteopathic Medical Examiners (NBOME). You may request verification from NBOME by visiting their website www.nbome.org. Verification of scores can be emailed to bpldata@michigan.gov or mailed to Bureau of Professional Licensing PO Box 30670 Lansing, MI 48909.

- Official transcripts confirming the completion of the requirements for a degree in osteopathic medicine submitted directly to this office from a Board approved school of osteopathic medicine. Transcripts can be emailed to bpldata@michigan.gov or mailed to Bureau of Professional Licensing PO Box 30670 Lansing, MI 48909.

- Certification of successful completion of 1-year Board approved postgraduate clinical training. The Medical Director or Superintendent where you completed your postgraduate clinical training must sign and submit the Certification of First Year Postgraduate Training form directly to this office by email to bpldata@michigan.gov or mailed to Bureau of Professional Licensing PO Box 30670 Lansing, MI 48909.

### ADDITIONAL REQUIREMENTS FOR LICENSURE BY ENDORSEMENT

An applicant applying by endorsement must meet either of the following requirements:

- Has first been licensed in another state and actively engaged in the practice of osteopathic medicine and surgery for at least 5 years before the filing of an application.

- Has been licensed in another state and has passed all components of the National Board of Osteopathic Medical Examiners (NBOME). Certification of your examination scores must be submitted directly to this office by the NBOME by visiting their website www.nbome.org. Certification of examination scores can be emailed to bpldata@michigan.gov or mailed to Bureau of Professional Licensing PO Box 30670 Lansing, MI 48909.
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<td>□ Online application can be completed by visiting <a href="http://www.michigan.gov/miplus">www.michigan.gov/miplus</a>, select MiPLUS Login, select “Modification” next to your license number and then select “Relicensure.”</td>
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Applicants for relicensure whose license has lapsed for less than 3 years preceding the date of application for relicensure must have completed following requirements:

□ Submit proof to the department of accumulating not less than 150 hours of Board approved continuing education during the 3 years immediately preceding the date of the application for relicensure. Of the 150 hours a minimum of 3 hours in pain and symptom management must be earned.

□ Verification of licensure to be submitted directly to this office by the licensing agency of any state or territory of the United States or Dominion of Canada in which you hold a current license or ever held a license as an osteopathic doctor. Verification includes, but is not limited to, showing proof of any disciplinary action taken or pending disciplinary action imposed.

Applicants for relicensure whose license has lapsed for more than 3 years but less than 5 years preceding the date of application for relicensure must complete the above continuing education requirement along with any of the following requirements:

□ Presents evidence to the department that he or she was actively licensed as an osteopathic physician in another state at any time during the 3-year period immediately preceding the date of application for relicensure.

□ Takes and passes the Comprehensive Osteopathic Medical Variable-purpose examination (COMVEX) offered by the NBOME. The passing score shall be the score established by the NBOME for passing.

□ Successfully completes a Board approved postgraduate training program.

□ Successfully completes a physician re-entry program that is accredited by the Coalition for Physician Enhancement.

** Verification of licensure to be submitted directly to this office by the licensing agency of any state or territory of the United States or Dominion of Canada in which you hold a current license or ever held a license as an osteopathic doctor. Verification includes, but is not limited to, showing proof of any disciplinary action taken or pending disciplinary action imposed.**

Applicants for relicensure whose license has lapsed for 5 years or more preceding the date of application for relicensure must complete the above continuing education requirement along with either of the following requirements:

□ Presents evidence to the department that he or she was actively licensed as an osteopathic physician in another state at any time during the 3-year period immediately preceding the date of application for relicensure.
Successfully completes BOTH of the following requirements:

i. Takes and passes the COMVEX offered by the NBOME. The passing score shall be the score established by the NBOME for passing.

ii. Successfully completes either of the following training options:
   a. A Board approved post-graduate training program.
   b. A physician re-entry program that is accredited by the Coalition for Physician Enhancement.

** Verification of licensure to be submitted directly to this office by the licensing agency of any state or territory of the United States or Dominion of Canada in which you hold a current license or ever held a license as an osteopathic doctor. Verification includes, but is not limited to, showing proof of any disciplinary action taken or pending disciplinary action imposed. **

RENEWAL REQUIREMENTS CHECKLIST

Online Application for Osteopathic Physician License Renewal and Controlled Substance License Renewal – Can be completed by visiting [www.michigan.gov/miplus](http://www.michigan.gov/miplus)

- DO Renewal Application Fee: $308.25 (Must be paid by Visa, Mastercard, or Discover credit or debit card)
- Controlled Substance Renewal Application Fee: $243.30
- Renewal Cycle: 3 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 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.

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.

Accept Renewal Attestation – By accepting the renewal attestation you as the licensee are certifying that you have met the human trafficking requirement and the continuing education requirements during the renewal period:

- 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.

- If licensed during the full 3-year renewal cycle:
  - 150 hours of continuing education in activities approved by the board of which a minimum of 60 hours of the required 150 hours earned through Category 1 programs.
- A minimum of 3 hours of continuing education earned in the area of pain and symptom management

### 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 First Year Postgraduate Training