

MICHIGAN DOCTOR OF PODIATRIC MEDICINE AND SURGERY LICENSING GUIDE FOR SKILLED IMMIGRANTS

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1. HOW THE PROFESSION IS ORGANIZED IN MICHIGAN

OVERVIEW

This guide looks at what you as a foreign-educated podiatrist must do to become eligible for licensing in Michigan. At the same time, it includes some background on the larger podiatry profession to give you an idea of the variety of opportunities available as you work to build your career.

REGULATION OF THE PODIATRIC MEDICINE PROFESSION

The practice of podiatric medicine in Michigan is regulated by the Department of Licensing and Regulatory Affairs (LARA). You must be licensed to practice as a podiatrist in Michigan.

This guide assumes that you are an international podiatrist who is beginning to build your career in the U.S. and that your Michigan license will be your first U.S. podiatrist license. The guide will include steps that come before the final state licensing process which includes education, exams, and completion of 2 years of a board approved postgraduate residency or until January 31, 2020, at least 1 year of a preceptorship program approved by the board.

You will become a podiatrist by examination. The APLME is the qualifying examination for a Michigan podiatric medicine license. However, this is just one step in a longer process of education, examinations, and experience that international podiatrists must complete to practice in the State.

2. ELIGIBILITY FOR LICENSING

OVERVIEW

There are several important steps you must complete to receive Licensure by Examination as a podiatrist in Michigan.

- I. Complete the requirements for a degree in podiatric medicine and surgery from a school of podiatric medicine accredited by the Council on Podiatric Medical Education (CPME) of the American Podiatric Medical Association (APMA).
- II. Satisfactorily complete 2 years of a board approved postgraduate residency or until January 31, 2020, at least 1 year of a preceptorship program approved by the board.

Any residency or preceptorship program approved by the CPME of the APMA are approved by the board.

If you have been accepted into a residency program in the State of Michigan, you must apply for an educational limited license at http://www.michigan.gov/lara/0,4601,7-154-72600_72603_27529_27551---,00.html, which allows you to practice under the supervision of a graduate medical program. An educational limited license may be renewed not more than 5 years.

- III. Pass the American Podiatric Medical Licensing Examination (APMLE) through the National Board of Podiatric Medical Examiners (NBPME).

You can register for the APMLE at www.prometric.com/NBPME. There are fixed exam dates for the NBPME that include strict deadlines for registration.

- IV. Submit your licensure application, required supporting documents, and pay the application fee.

Your application submitted to the Michigan Board of Podiatric Medicine and Surgery should include:

- Licensure application from LARA to be completed online at www.michigan.gov/healthlicense.
- Appropriate Fee.
- Contact Prometric/NBPME to have your APMLE exam scores for parts I, II, III sent directly to the State of Michigan. Call (877)302-8952 or send an email to nbpmeinquiry@prometric.com for information and instructions on how to arrange for your scores to be sent to the State of Michigan.
- Contact the school of podiatric medicine you attended to arrange for your final official transcript to be sent directly to the State of Michigan.
- TOEFL – Applicants who's educational or training program was taught outside the United States shall submit a certified score on the TOEFL-IBT of not less than 80. Results of the examination should be sent directly to this office from ETS. You can visit their website at www.toefl.org. The Institutional Code needed to send scores to the Michigan Board is C537.
- Certification of satisfactory completion of 2 years of a Board approved postgraduate residency or until January 31, 2020, at least 1 year of a preceptorship program. The Program Director of Preceptor where you completed your postgraduate residency or preceptorship program must sign and submit the Certification of Residency Training or Preceptorship form directly to the State of Michigan.
- Take the jurisprudence exam through PSI. You may contact PSI to schedule your exam by visiting www.psiexams.com or by calling PSI at 800-733-9267.

The licensure application and fee are valid for 2 years. If you have not met all licensing requirements within those 2 years you will need to submit a new application and pay the appropriate fee again.

V. Be fingerprinted by a Michigan-approved vendor for a criminal background check.

Directions for completing the fingerprint requirement are emailed to you from the Department upon receipt of your online application.

3. TESTS

Michigan requires passing both the jurisprudence exam and the APMLE. If you have graduated in 2014 or earlier, or graduated in 2016, you must have achieved a passing score on all the following components of the APMLE:

- Part I
- Part II
- Part III

If you have graduated in 2015 or later, excluding 2016, you must have achieved a passing score on all the following components of the APMLE:

- Part I
- Part II
- Part II Clinical Skills Patient Encounter (CSPE)
- Part III

The passing score on the jurisprudence exam is 75%. Licensure candidates must take the jurisprudence examination through PSI. The jurisprudence examination covers material that can be found in the Administrative Rules of the Michigan Board of Podiatric Medicine and Surgery and in Article 1, Article 15, parts 161, 177, and 180 of the Michigan Public Health Code.

Part 1 APMLE

The Part I exam samples your knowledge in the basic science areas of General Anatomy, including embryology, histology, genetics, and geriatrics; Lower Extremity Anatomy; Biochemistry; Physiology; Microbiology and Immunology; Pathology; and Pharmacology. You will take your exam using a computer at a Prometric test center. The exam consists of a total of 205 test questions. You will have four hours to complete the exam. The percentages below show the approximate percent of questions each test taker will receive in the category:

1. General Anatomy – 13%
2. Lower Extremity Anatomy – 25%
3. Biochemistry – 7%

4. Physiology – 13%
5. Microbiology and Immunology – 15%
6. Pathology – 12%
7. Pharmacology – 15%

Part II APMLE

The Part II written exam samples your knowledge in the clinical areas of Medicine; Radiology; Orthopedics, Biomechanics and Sports Medicine; Anesthesia and Surgery; and Community Health, Jurisprudence, and Research. You will take your exam using a computer at a Prometric test center. The exam consists of a total of 205 test questions. You will have four hours to complete the exam. The percentages below show the approximate percent of questions each test taker will receive in the category:

1. Medicine – 25%
2. Medical Imaging – 20%
3. Orthopedics, Biomechanics, and Sports Medicine – 20%
4. Anesthesia and Surgery – 28%
5. Community Health, Jurisprudence, and Research – 7%

Part II CSPE APMLE

The Part II CSPE assesses proficiency in podiatric clinical tasks needed to enter residency. You will be expected to perform a focused physical examination including podiatric and general medicine physical exam maneuvers appropriate for each patient presentation. Podiatric and general medical knowledge, verbal and written communication, and interpersonal skills will be assessed in each exam form. Each administration of the Part II CSPE includes 12 patient encounters. You will have 15 minutes for each patient encounter.

Clinical Skills Exams are designed to evaluate a your ability to interact with a patient, take a detailed history, perform relevant physical examination maneuvers, and share information with the patient, as well as to write a patient note. The APMLE Part II CSPE challenges you to evaluate patients with complaints pertaining to the following content categories: Systemic, Dermatologic, Vascular, Musculoskeletal, and Neurologic.

Part III APMLE

The Part III exam samples your clinical skills in evaluating, diagnosing and treating patients. Examples of the application of knowledge may be measured through photographs, radiographs and case presentations. Part III is the final step in the APMLE exam process, and successful completion of all Parts are required to adequately demonstrate your ability to practice podiatric medicine with skill and safety in an unsupervised setting. Your exam will be given by computer at a Prometric test center. The examination consists of a total of 200 test questions. You will have four hours to complete the examination. The percentages below show the approximate percent of questions each test taker will receive in the category:

1. Medicine – 29%
2. Medical Imaging – 13%
3. Orthopedics and Biomechanics – 15%
4. Anesthesia – 8%
5. Surgery – 28%
6. Evidence Based Medicine – 3%
7. Healthcare Management – 2%
8. Professionalism – 2%

SCHEDULING AND TESTING SITE PROCEDURES OF THE APMLE

Prometric administers the APMLE in testing centers across the U.S. Students and graduates needing to create or access an existing profile to register or schedule to take any part of the APMLE should visit www.prometric.com/NBPME. Upon completion of the scheduling process, a confirmation email is sent containing your test authorization number, identification number, and the date, time and location of the exam.

On the day of the exam plan to arrive at least 30 minutes before your exam start time. You must bring one form of valid, non-expired government-issued identification that includes both a current picture and your signature such as a driver's license, passport, or military ID. When you arrive at the test center, you will be required to sign a signature log and have your fingerprints scanned.

FAILING THE APMLE

There is no limit on the number of times you may take Parts I and II of the APMLE. However, the State of Michigan requires that if you fail after 3 attempts to achieve a passing score on part III of the APMLE you are not eligible to sit again for the exam until you have completed a program of study in podiatric medicine and surgery acceptable to the Board. You may repeat the exam without limitation if with each subsequent failure, you first complete a program of study in podiatric medicine and surgery acceptable to the Board. Exam reviews are not permitted. Candidates who fail the exam must retake it in its entirety.

PRACTICING FOR THE APMLE

There are many different resources that can help you prepare for the content and the computer based testing technology. There are a variety of test preparation resources available for low to no cost.

Practice exams can be accessed at <https://tcnet.prometric.com/nbpme> and www.apmle.org. You can also access a series of orientation videos at www.apmle.org. Many study materials are available through libraries, schools, and bookstores. Consider consulting your school for textbook references.

4. OTHER CAREERS AND CREDENTIALS

LOWER-LEVEL OPPORTUNITIES

You may want to consider whether taking a lower-level job in healthcare in the short-term can help you meet longer-term goals of licensing as a podiatrist. Working in healthcare in a different capacity and with fewer responsibilities may offer you some advantages:

- Your employer may pay for some costs associated with licensing
- You can focus more energy on studying
- You will have a chance to adapt to the U.S. healthcare system and workplace culture in a lower-pressure environment
- An opportunity to network with U.S. healthcare professionals, which may prove more useful when gathering Letters of Recommendation for your application

You may immediately qualify for several hospital staff positions which require little or no additional training, such as Certified Nurse Assistant or Phlebotomy Technician. You should be honest with your employer about your long-term plans. You may find some employers have benefits such as tuition reimbursement or schedule flexibility that will support your goals.

HEALTHCARE INTERPRETER

If you are bilingual and a strong communicator, you may want to research opportunities for work in hospitals as an interpreter. This type of role is not regulated in Michigan, so standards for employment as well as pay and benefits may be very different depending on the employer. You are more likely to have benefits such as tuition reimbursement if you find work as a direct employee of a healthcare facility, instead of working for a company that provides interpretation services to hospitals. You may want to begin your research by directly contacting human resource departments at hospitals.

5. BEYOND LICENSING

MAINTAINING LICENSURE

Your Michigan podiatrist license must be renewed every three years through the Department of Licensing and Regulatory Affairs, Bureau of Professional Licensing. Your license will expire three years from the issuance date of your license. You are responsible for renewing your license even if you do not receive a notice from the Department, so be certain to keep your contact information up-to-date with their office. You must renew online. You will have sixty days after the expiration date in which you may continue to practice without a lapse in your license as long as you renew within that sixty-day grace period. If you continue to practice after your license has expired (lapsed), you could have disciplinary action taken against you. If your license does expire, you will be required to apply for relicensure to reactivate your license.

Every time you renew your license you must certify that you have met a 150-hour continuing education requirement. You need to retain documentation of meeting the continuing education requirement in case you are audited. There are many opportunities to earn these hours, but special rules apply. You should check the Department website

for details or consider joining a professional association that offers continuing education opportunities to members.

LICENSING MOBILITY (ENDORSEMENT)

The State of Michigan grants licensing to podiatrists either by examination (the process described in this topic) or by endorsement. A podiatrist licensed in another state, who wants to practice in Michigan, must independently meet all Michigan requirements for licensing. If you become licensed in Michigan and want to practice podiatric medicine in another state, you will need to research the legal requirements for that state.

6. IMPORTANT LINKS

LICENSING AND REGULATION:

- The main page for the licensing of any health profession is www.michigan.gov/healthlicense.
- The page that focuses specifically on podiatric medicine and surgery is: http://www.michigan.gov/lara/0,4601,7-154-72600_72603_27529_27551---.00.html.
- Contact information: Department of Licensing and Regulatory Affairs
Bureau of Professional Licensing
PO Box 30670
Lansing, MI 48909

Telephone Number: 517-335-0918
Fax: 517-241-0032
Email: bplhelp@michigan.gov
- The laws that regulate licensing for all health professions including podiatrists can be located at <http://legislature.mi.gov/doc.aspx?mcl-368-1978-15>.
- The laws that regulate controlled substance licensing can be located at <http://legislature.mi.gov/doc.aspx?mcl-368-1978-7>.
- The administrative rules governing the practice of podiatric medicine in Michigan can be located at: http://w3.lara.state.mi.us/orr/Files/AdminCode/1703_2017-026LR_AdminCode.pdf.

TESTING

- NBPME Exam Application – National Board of Podiatric Medical Examiners- www.apmle.org
- APMLE resources and downloads - <http://www.apmle.com/tools-downloads/>
- Instructions on how to request APMLE exam scores can be found [here](#).
- Prometric administers the NBPME - <https://www.prometric.com/NBPME>
- PSI administers the jurisprudence exam - www.psiexams.com .
- APMLE Part III score transfers can be ordered the Federation of Podiatric Medical Boards at www.fpmb.org.