

Bureau of Professional Licensing Physical Therapy FAQs

1. How can I contact the Licensing Division?

Email:	Questions	BPLHelp@michigan.gov
	Submit Documents	BPLData@michigan.gov
Phone:	(517) 241-0199	
Mailing Address:	Bureau of Professional Licensing PO Box 30670 Lansing, MI 48909	

2. When must current licensees and individuals seeking licensure complete training for identifying victims of human trafficking?

Administrative rule R 338.17126 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 professional development requirement (PDR) credits. Licensees who renewed in 2017 must complete training by renewal in 2019; renewals completed in 2018 must complete training by renewal in 2020; and renewals for 2019 by 2021. Beginning January 6, 2022, completion of training is a requirement for initial license issuance. The department may select and audit a sample of individuals and request documentation of proof of completion of training.

3. How can I satisfy the requirements for the completion of training in identifying victims of human trafficking?

The one-time human trafficking training may be done through a teleconference or webinar, online presentation, live presentation, or printed or electronic media. Refer to administrative rule R 338.7126 for more information.

The training content must cover understanding the types and venues of human trafficking in the United States, identifying victims of human trafficking in health care settings, identifying the warning 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:

- A nationally recognized or state recognized, health related organization. • By or in conjunction with a state or federal agency.
- An educational program that has been approved by the board for initial licensure, or by a college or university.
- Reading an article related to the identification of victims of human trafficking as

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indicated above, and is published in a peer review journal, health care journal, or professional or scientific journal.

If audited, licensees must provide acceptable proof of completion.

4. What is the continuing education/professional development requirement (PDR) credits requirement?

Licensees must complete 24 PDR credits in activities that are approved under administrative rule R 338.7163. The PDR credits must be completed during the 2 years that immediately precede the expiration date of the license, and one of the 24 PDR credits must be in the area of pain and symptom management.

A licensee must keep documentation of completed PDR credits for 4 years from the date of applying for license renewal. See administrative rule R 338.7163 for more information on what documentation must be kept for each PDR activity type.

5. How do I send documentation on my PDRs to the department when I renew my license?

You do not need to send documentation to the department unless you are selected as part of an audit. If selected, the department will contact you at your address of record filed with the department and instruct you on how to send your documents. Submission of an application for renewal constitutes the applicant's certification of compliance with the requirements of the administrative rules.

6. How long are the Physical Therapist/Physical Therapist Assistant licenses issued for? Can I renew my license early? How will I know when I need to renew?

An initial license applied for in MIPLUS is valid two years from the date of issuance. Licenses are eligible for renewal 90 days prior to the expiration date. Renewal notifications are sent via email and postal mail to the address on record. You can make changes to your mailing address, phone number or email address at any time through your MIPLUS account. It is a licensee's responsibility to renew his or her license on time. Failure to receive the renewal notification does not exempt a licensee from renewing their license on time. Licensees are required to renew their license(s) online by visiting www.michigan.gov/miplus. Licenses that are not renewed by the expiration date will have a sixty-day grace period where they can renew their license with a late fee.

7. How much time do I have to meet all the requirements for licensure/relicensure?

MCL 333.16307(3) states in-relevant part: [A]ll requirements for licensure or registration shall be completed within 2 years after receipt of the application by the department. If the requirements are not completed within the 2-year period, the fees paid shall be forfeited to the department and the application shall be void. An individual whose application has been determined void under this subsection shall submit a new application and fees and shall meet the standards in effect on the date of receipt of the new application. Documents received with a previous application will not be included as part of a new application.

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8. How many times may I take the NPTE exam?

An applicant who does not achieve a passing score may retake the examination consistent with FSBPT testing standards. FSBPT allows candidates to sit for the exam a maximum of 6 times per exam type in a lifetime. If a candidate has exhausted the lifetime limit, they may

obtain an appeal form from FSBPT and submit it to the board. Please visit the following website at www.fsbpt.org about eligibility requirements. You should verify that your application and fee with the Michigan Board of Physical Therapy is still current before sending in your re-exam application and fee.

9. Is the jurisprudence exam required for licensure? Where do I schedule and take the exam?

All applicants for physical therapy licensure must take and pass the jurisprudence examination before licensure can be issued. The passing score on the exam is 75%, for the physical therapist jurisprudence exam and for the physical therapist assistant jurisprudence exam. The jurisprudence examination covers material that can be found in the Physical Therapy administrative rules and in Article 15, parts 161 and 178 of the Michigan Public Health Code. You may contact PSI to schedule your exam by visiting www.psiexams.com or by calling PSI at (855)579-4635

10. When does Implicit Bias Training begin and how many hours do I need?

Implicit Bias training is required for all licensee's beginning June 1, 2022. This training is separate from any other continuing education requirements and must comply with R 338.7004. New applicants must complete a minimum of two hours of implicit bias training within the five years immediately preceding their date of application. Renewal applicants must complete one hour of implicit bias training for each year of their license or registration cycle (Example: if your license is issued for two years, then you must complete two hours of implicit bias training each renewal cycle). Training should provide opportunities for interaction among participants and with the instructor. Information on the Implicit Bias Training can be found in [R 338.7404](#) and on the [Implicit Bias FAQ](#) document.