

## MICHIGAN PHYSICIAN’S ASSISTANT (PA) LICENSING GUIDE

### OVERVIEW:

The physician’s assistant license type allows a licensee to engage in the practice of medicine with a participating physician under a practice agreement.

The physician’s assistant temporary license may be issued to those who meet all requirements for licensure except examination. The temporary license is nonrenewable and is valid for not more than 12 months or until the results of the required examination is made available. Whichever is sooner. If exam is failed, the temporary license becomes null and void.

*NOTE: The content contained below is a general overview of licensing requirements. Links to access the Public Health Code and Administrative Rules for this profession can be found at the end of this guide.*

### LICENSURE REQUIREMENTS CHECKLIST

#### APPLICATION AND FEES

- Online Application for a Physician’s Assistant 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 + 2 year license fee: (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card)  
 PA by Exam or Endorsement \$159.75  
 PA Temporary \$38.55  
 Controlled Substance \$176.40

#### THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS

- If you will be prescribing, dispensing, manufacturing, or distributing controlled substances, you must apply for both a physician’s assistant 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 physician’s assistant application, you must wait for the physician’s assistant license to be issued before you may apply for a controlled substance license.

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- Opioids and Controlled Substances Awareness Training - Effective September 1, 2019, an individual 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, for a license that 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 Training – Beginning April 23, 2021, completion of a one-time training to identify victims of human trafficking is required for an individual seeking licensure that meets the standards of Administrative Rule 338.6103.
- Implicit Bias Training – Beginning June 1, 2022, completion of 2 hours of implicit bias training within the 5 years immediately preceding issuance of the license or registration is required.
- 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 an SSN or you do not have an SSN, the SSN affidavit form will be required to be uploaded at the time the application is submitted.
- Verification of Licensure - Verification of licensure must be submitted directly to our office by the licensing agency of any state of the United States or country in which you hold or ever held a license. The verification must show that disciplinary proceedings are not pending against the applicant and sanctions are not in force at the time of application. Verification can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Professional Education – Name of school attended, and name of educational program completed.
- English Language Proficiency – An individual applying for licensure must demonstrate a working knowledge of the English language. This can be established if either the applicant's required health professional educational program was taught in English, a transcript establishes the applicant earned not less than 60 college level credits from an English-speaking graduate or undergraduate school, or that the applicant obtained a passing score on an approved English proficiency exam as established by the department under R 338.7002b(2) of the Public Health Code – General Rules.

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### ADDITIONAL REQUIREMENTS FOR LICENSURE BY EXAM

(These are in addition to the requirements stated above that apply to ALL Applicants)

- ❑ Official transcripts containing the degree awarded and the date conferred submitted directly to this office from the ARC-PA accredited educational program from which you completed your program. Transcripts must be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- ❑ PANCE Scores – Verification of your passing examination score submitted directly to this office from the National Commission on Certification of Physician Assistants (NCCPA) by email to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or by mail to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

### ADDITIONAL REQUIREMENTS FOR LICENSURE BY ENDORSEMENT

(These are in addition to the requirements stated above that apply to ALL Applicants)

- ❑ Official transcripts submitted directly to this office from the educational institution verifying completion of the educational requirements in Canada or in the United States for licensure as a physician's assistant in Canada or in the United States. Transcripts must be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to the Bureau of Professional Licensing at PO Box 30670, Lansing, MI 48909.
- ❑ Verification of a passing score for a physician's assistant license in another state or in a province of Canada on either of the following examinations submitted directly to this office from the examination entity by email to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or by mail to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
  - PANCE: Conducted and scores by the NCCPA.
  - PA Cert Exam: Conducted and scored by the PACCC.

### ADDITIONAL REQUIREMENTS FOR TEMPORARY LICENSURE

(These are in addition to the requirements stated above that apply to ALL Applicants)

- ❑ Final official transcripts or an official letter of good standing from the Dean or Program Director containing the degree awarded and the date conferred submitted directly to this office from the ARC-PA accredited educational program from which you graduated. Transcripts or a letter of good standing must be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

A temporary license may be granted to applicants who have completed their educational program but have not yet passed the PANCE. A temporary license is valid for not more than 12 months, is non-renewable, and will be revoked upon notification that the applicant has failed the examination.

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Note: If you are issued a temporary license using a letter of good standing, your permanent license will not be issued until a final official transcript and passing PANCE scores are received.

### ADDITIONAL REQUIREMENTS FOR THOSE APPLYING FOR RELICENSURE (These are in addition to the requirements stated above that apply to ALL Applicants)

- 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 this will start the relicensure process.
- PA Relicensure: \$179.75: (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card)  
Controlled Substance: \$176.40

**Applicants for relicensure whose license has lapsed for more than 3 years after the expiration date of the license must satisfy either of the following requirements in addition to the requirements stated above that apply to ALL Applicants.**

- Presents proof to the department of licensure in good standing as a physician's assistant in a province of Canada or another state during the 3-year period immediately preceding the date of the application for relicensure.
- Establish a passing score on one of the following certifying or recertifying examinations during the 10-year period immediately preceding the date of the application for relicensure.
  - PANCE: Conducted and scores by the NCCPA.
  - Physician Assistant National Recertifying Examination (PANRE) conducted and scored by the NCCPA.
  - Physician Assistant National Certifying Examination – Longitudinal Assessment (PANRE-LA) conducted and scored by the NCCPA.
  - PA Cert Exam conducted and scored by the PACCC.
  - Verification of your passing examination scores must be submitted directly to this office from the examination entity by email to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or by mail to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

### RENEWAL REQUIREMENTS CHECKLIST

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

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- PA Renewal Application Fee: \$121.20 (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card)
  - Controlled Substance Renewal Application Fee: \$165.40 (if applicable)
  - Renewal Cycle: 2 years
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- 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.
  - Renewal Questions pursuant to MCL 333.17048(4):
    - Are you a shareholder in a professional service corporation under Section 4 of former 1962 PA 192, or a member or professional limited liability company under Section 904 of the Michigan Limited Liability Company Act, 1993 PA 23, MCL 450.4904, that was organized before July 19, 2010?
    - If you answered "Yes" to Question #1, are any individuals licensed under Part 170 of the Public Health Code, 1978 PA 368, MCL 333.17001 to 333.17088, to engage in the practice of medicine, licensed under Part 175 of the Public Health Code, 1978 PA 368, MCL 333.17501 to 333.17556, to engage in the practice of osteopathic medicine and surgery, or licensed under Part 180 of the Public Health Code, 1978 PA 368, MCL 333.18001 to 333.18058, to engage in the practice of podiatric medicine and surgery shareholders in the professional service corporation or members in the professional limited liability company?
    - If you answered "Yes" to Question #1, list the name and license number of the individual licensed under Part 170 to engage in the practice of medicine, licensed under Part 175 to engage in the practice of Osteopathic medicine and surgery, or licensed under Part 180 to engage in the practice of podiatric medicine and surgery who supervises you. If this does not apply to you, type N/A.
    - Is the individual listed in Question #3 above a shareholder in the same professional service corporation or a member in the same professional limited liability company in which you are a shareholder or member?
  - Human Trafficking Training – Beginning in 2016 and all renewals thereafter, licensees seeking renewal must certify on their renewal application that prior to renewing their license they have completed a one-time training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.6103.

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- Implicit Bias Training – For initial renewals completed after June 1, 2021, completion of one hour of implicit bias training is required for each year of licensure since June 1, 2021. If renewing prior to June 1, 2022, implicit bias training is not required for that renewal. Once the initial renewal is completed, then 1 hour of implicit bias training will be required for each year of the current license cycle going forward. Please note, this is not a one-time training and must be completed for each renewal cycle prior to the renewal being completed.
- Opioids and Controlled Substances Awareness Training - Beginning with the 2021 renewal cycles and all renewal cycles thereafter, controlled substance licensees or individuals who are licensed to prescribe or dispense controlled substances must certify on their renewal application that prior to renewing their license they have completed a 1-time training in opioids and controlled substance awareness that meets the standards established in Administrative Rule 338.3135.
- Accept Renewal Attestation – By accepting the renewal attestation you as the licensee are certifying that you have met the requirements and all information provided on your renewal application is true and correct.

### HELPFUL RESOURCES AND FORMS

- By visiting [www.michigan.gov/healthlicense](http://www.michigan.gov/healthlicense) and clicking on the physician's assistant link you can access the following helpful resources and forms:

Resources:

- [Public Health Code](#)
- [Task Force on Physician's Assistants General Rules](#)