ELIGIBILITY FOR FULL LICENSURE

Are you Eligible?

- You have passed all USMLE or COMLEX or Canadian Equivalent.
- If you are a US or Canadian Graduate and you have successfully completed 2 years of ACGME accredited training or Canadian equivalent; or, if you are an IMG you have successfully completed 3 years of ACGME accredited Training or Canadian equivalent.
- **THE BOARD WILL NOT APPROVE YOUR LICENSE BEFORE THE FIRST BOARD MEETING AFTER YOU COMPLETE YOUR PGY2 (for US) OR PGY3 (for IMG) YEAR (July 18th would be the earliest date). IF YOU ARE CURRENTLY A US PGY2 or IMG PGY3 YOU MUST RENEW YOUR LIMITED LICENSE EVEN IF YOU WILL APPLY FOR A FULL.**

When Should You Apply?

**LICENSURE FOR REAPPOINTMENT:** If you plan on having a full license for July 1st, you should apply for your initial full license by MID-FEBRUARY. The average length of time for processing a full license is approximately 16 weeks. Over the past two years, many applications were not initially reviewed for at least 8 weeks. This resulted in significant delays for incomplete applications that required supplemental information. Applications that have malpractice, competency or legal issues will require more time to process. If you submit your full license application any time after that date, you should submit a limited license renewal as well just to be sure that you will have a valid license on July 1st!

**LICENSURE FOR ANY OTHER REASON:** You should apply for your license within 90 days of your birthday. Your first MA license will be good until your next birthday. If you apply for it within 90 days, then your first license will last a year. Subsequent licenses will last 2 years, renewable on your birthday.

Download the Full License application here:


About the Malpractice History Form

When completing the Mass FULL License application, you will see a form entitled Malpractice History. List any malpractice insurance that you have previously had. Your malpractice insurance information while you have been here is as follows:

Liability Carrier: UMass Memorial Health Care, Inc., Self-Insurance Program
Policy Number: HL1018 (expires 9/30/2019)
Dates: Enter Dates of Appointment
City: Worcester, MA 01655
FAX completed form to Judy Anti at 508-334-8551, and inform her that you are sending in your FULL license application. This will insure delivery at same time. If you have any questions, Judy’s direct line is 508-334-5504.

A copy of your Malpractice Facesheet is available from your Program Coordinator, Department Administrator, or GME.

**How do I know when it's approved?**

The board meets twice a month, usually on Thursdays. After the Board meets, a list of newly approved licenses is available on their website. You can find it here:

https://www.mass.gov/lists/newly-approved-physician-licenses

**How do I get help from the Board?**

Board of Registration in Medicine

**I'm approved!! Now what?**

- Send GME a copy of your full license application.
- Send GME a copy of your wallet card when you receive it.

It is VERY important that OGME has these copies. The current limited license we have on file is void as of the date your full license is issued.

- Please be sure to keep the Board informed of your address if you move. The board will send your renewal form to the address they have on file.
- When you renew your full license on your birthday, make sure you save a copy of your renewal application form and send it to us at that time. Send GME a copy of your wallet card when you receive it.
- Register with the State and Federal DEA’s. You will have THREE MONTHS TO REGISTER FOR YOUR DEAs after receiving your full license. After that time, you will NOT be allowed to use your UMass DEA. You must apply for your Massachusetts DEA first.

  Massachusetts DEA
  
  Federal DEA

You are not eligible for the waiver for payment of your federal DEA. Even though you are a state employee, the patients that you will write scripts for are located in a private non-profit hospital.

- You also need to register at Worcester City Hall. The cost is $20.00:
You must show up at the CITY CLERK’s office at City Hall with your new license. The address is:
455 MAIN ST RM 309, WORCESTER, MA 01608 Phone: (508) 799-1121

- Once you receive your Massachusetts DEA and Federal DEA, enrollment as an independent licensed provider with the Massachusetts Prescription Monitoring Program (“MA PMP”) is also necessary. I have attached a PowerPoint tutorial to also help with this process. The Massachusetts Prescription Monitoring Program (MA PMP) has changed to an online application called Mass Prescription Awareness Tool (MassPAT). As of October 15, 2016, all prescribers are required to check MassPAT each time they prescribe a Schedule II-III opioid or a benzodiazepine or if they are writing a new prescription for certain Schedule IV – VI medications. Follow this link to access MassPAT: [www.mass.gov/dph/masspat](http://www.mass.gov/dph/masspat) and click “Create an Account” to begin your registration. Please complete the registration process in one sitting. Before beginning the registration process, please be sure to have the following information available:

- NPI number
- Federal Drug Enforcement Administration (DEA) Number.
- Professional License or Board Number.
- Massachusetts Controlled Substance Registration (MCSR) Number. Please enter your MCSR# in the “Controlled Substance ID” field.

If you have any questions or concerns, please contact:

[MAPMP.DPH@State.MA.US](mailto:MAPMP.DPH@State.MA.US)

or call the PMP @ 671-753-7310.

You can also contact your Program Director if you have any questions or concerns regarding MassPAT.

**FINAL IMPORTANT NOTES:**

Once you have a FULL MA license, you must keep it active and renew on time. You cannot go back to a limited license. If your birthday is in May or June and your license expires before your program end date (for most residents June 30th) you will have to renew your full license to finish your program. Please keep this in mind.

IF YOU ARE ON A J-1 VISA, YOU CANNOT MOONLIGHT. Don’t apply for a FULL license if the reason is for moonlighting!