RENEWAL OF LIMITED LICENSE
PLEASE COMPLETE NO LATER THAN MARCH 1, 2018 TO AVOID DELAYS

All UMMS Residents and Fellows who are continuing in their same training program within UMass beyond July 31, 2018, must log into the BORM web site and complete a Renewal Limited License Application by March 1, 2018. Your credit card number will be needed, and GME reimbursement will not be processed until EVERYONE in your program has submitted their renewal or contacted GME with an acceptable explanation for delay. Contact OGME if you are extending through mid- to late July, as we may be able to extend your license without submitting a renewal.

FEE: The Office of Graduate Medical Education will reimburse the $100 registration fee for limited license only per instructions above. Each resident must submit a completed W-9 form to GME for reimbursement.

Full License Information (see separate sheet for additional information about full licenses): All residents and fellows who will be applying for an initial full MA license should apply by mid-February in order to guarantee approval by July 1. Forward copies of the following to GME:

1. Full license application
2. Wallet card
3. Fed DEA certificate – REQUIRED!
4. MA DEA certificate – REQUIRED!
5. Subsequent renewals

Some things to remember as you complete the online application

- If you are not in good standing and/or have been subject to past or pending disciplinary action, (1) your program director must complete an evaluation on you, and (2) you and your program director must write a letter of explanation (Please call Deb Rollo in GME x6-2903).

- These questions refer to the period since you signed your last application, not since your limited license was actually issued.

- If you have answered “YES” to any of the questions, you will receive further instructions. A supplement page will pop up for you to answer the Yes question.

- Maternity Leave is considered a Leave of Absence and should be noted as a “YES” to the question on Leave of Absence. A Paternity Leave of two (2) weeks or less is not considered by UMMS to be a Leave of Absence unless your program requires the time to be made up. If you need to extend training for a paternity leave you will need to answer “YES.” Your program director must write a letter stating the leave and the dates (This should be the same as what you report).

- Regarding the question on licenses in other states – List only new FULL licenses that are in other states, there is no need to list MA.