

Regular Mailing Address
STATE BOARD OF MEDICINE
STATE BOARD OF OSTEOPATHIC MEDICINE
P.O. BOX 2649
HARRISBURG, PA 17105-2649
Medicine-717-787-2381 Osteopathic-717-783-4858
Email: st-medicine@pa.gov
st-osteopathic@pa.gov

Courier Delivery Address
STATE BOARD OF MEDICINE
STATE BOARD OF OSTEOPATHIC MEDICINE
2601 NORTH THIRD STREET
HARRISBURG, PA 17110

APPLICATION FOR ATHLETIC TRAINER LICENSE
(This application may also be used for a temporary license)

1. An applicant for licensure shall meet one of the following requirements:
 - a. Be a graduate of an approved athletic training education program.
 - b. Hold and maintain current credentialing as a certified athletic trainer (ATC) from the BOC or another credentialing body approved by the Board.
2. Pass the certification examination administered by BOC, as revised after 1984.

ALL APPLICANTS MUST COMPLETE THE FOLLOWING:

1. Submit the \$20 fee, check or money order, made payable to the "Commonwealth of Pennsylvania." **FEES ARE NOT REFUNDABLE.** **Note:** A processing fee of \$20 will be charged for any check or money order returned unpaid by your bank, regardless of the reason for non-payment. Your cancelled check is your receipt of payment.

PLEASE NOTE: If a pending application is older than one year from the date submitted and the applicant wishes to continue the application process, the Board shall require the applicant to submit a new application including the required fee. In order to complete the application process, many of the supporting documents associated with the application cannot be more than six months from the date of issuance.

2. Complete pages 1 and 2 of the application.
3. If documents will be submitted to the Board under a name different from your present name, submit a copy of the legal document evidencing the name change (i.e., marriage license, divorce decree, naturalization, etc.).
4. Arrange for the athletic training program to complete page 3 of the application and submit it directly to the Board in an official school envelope.
5. **For Athletic Trainer License:** Contact the BOC and request an official verification of certification letter. Verification must be received directly from the BOC.
For Athletic Trainer Temporary License: Contact the BOC and request an official verification of examination registration letter. Verification must be received directly from the BOC.
6. Contact the state board office(s) where you hold or have ever held a license, certificate, permit, registration or other authorization to practice a profession or occupation and request letters of good standing. The letter must include the following: license issue and expiration date, license status (current or expired) and disciplinary standing. The letter(s) of good standing must be sent directly to the Board.
7. Provide an official notification of information (Self Query) from the National Practitioner Data Bank Data Bank. Please refer to the NPDB website for additional information. **When you receive the "Response to your Self Query," forward the entire report directly to the Board Office.** You should make a copy for your records.

8.

The Bureau of Professional and Occupational Affairs (BPOA), in conjunction with the Department of Human Services (DHS), is providing notice to all health-related licensees and funeral directors that are considered “mandatory reporters” under section 6311 of the Child Protective Services Law (CPSL) (23 P.S. § 6311), as amended, that EFFECTIVE JANUARY 1, 2015, all persons applying for issuance of an initial license shall be required to complete 3 hours of DHS-approved training in child abuse recognition and reporting requirements as a condition of licensure. Please review the Board website for further information on approved CE providers. Once you have completed a course, the approved provider will electronically submit your name, date of attendance, etc., to the Board. [Child Abuse Continuing Education Providers Information can be found here.](#)

ADDITIONAL INSTRUCTIONS FOR APPLICANTS WHO HOLD BOC LICENSE:

1.

Attach a current Curriculum Vitae listing **ALL** periods of employment or unemployment (i.e., child rearing, research, etc.) from graduation from athletic training program to present. The list must be in chronological order, include the month and year, and indicate the state/territory in which the employment occurred.

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(This application may also be used for a temporary license)

1. Check the Board under which you are applying to be licensed:
- State Board of Medicine State Board of Osteopathic Medicine
- Temporary License – Temporary licenses are only available to new graduates who are waiting to take the BOC examination. Please be sure to check the appropriate box above to indicate under which Board you are requesting licensure. A temporary license is valid for 1 year from date of issuance or upon passing of the examination, whichever occurs first. Temporary license holders **MUST** practice under the direct onsite supervision of a Pennsylvania Certified Athletic Trainer.
2. Submit a \$20 fee, check or money order, made payable to the "Commonwealth of Pennsylvania." **FEES ARE NOT REFUNDABLE.** Note: A processing fee of \$20 will be charged for any check or money order returned unpaid by your bank, regardless of the reason for non-payment.

TO BE COMPLETED BY APPLICANT
(Please print or type)

NAME:	Last	First	Middle
ADDRESS:	Street		
City:	State		ZIP
DATE OF BIRTH:	Month	Day	Year
SOCIAL SECURITY NUMBER:			
EMAIL ADDRESS:			
PHONE NUMBER:			
If your supporting documents are listed under another name or names, please list below:			
<hr/>			
NAME & ADDRESS OF ATHLETIC TRAINING EDUCATION PROGRAM			
NAME OF ATHLETIC TRAINING PROGRAM:			
ADDRESS:	DATE OF GRADUATION:		Month Day Year

LEGAL QUESTIONS

You must answer the following questions. If you answer "YES" to #2 through #12, provide complete details on a separate sheet as well as certified copies of relevant documents.

		Yes	No
1	Do you hold or have you ever held a license, certificate, permit, registration or other authorization to practice a profession or occupation in any state or jurisdiction? If you answered yes, provide the profession and state or jurisdiction. LIST: _____		
2	Have you withdrawn an application for a professional or occupational license, certificate, permit or registration, had an application denied or refused, or for disciplinary reasons agreed not to apply or reapply for a professional or occupational license, certificate, permit or registration in any state or jurisdiction?		
3	Have you had disciplinary action taken against a professional or occupational license, certificate, permit, registration or other authorization to practice a profession or occupation issued to you in any state or jurisdiction or have you agreed to voluntary surrender in lieu of discipline?		
4	Do you currently have any disciplinary charges pending against your professional or occupational license, certificate, permit or registration in any state or jurisdiction?		
5	Have you been convicted (found guilty, pled guilty or pled nolo contendere), received probation without verdict or accelerated rehabilitative disposition (ARD), as to any criminal charges, felony or misdemeanor, including any drug law violations? Note: You are not required to disclose any ARD or other criminal matter that has been expunged by order of a court.		
6	Do you currently have any criminal charges pending and unresolved in any state or jurisdiction?		
7	Have you ever had practice privileges denied, revoked, suspended, or restricted by a hospital or any health care facility?		
8	Have you had your DEA registration denied, revoked or restricted?		
9	Have you had provider privileges denied, revoked, suspended or restricted by a Medical Assistance agency, Medicare, third party payor or another authority?		
10	Have you been charged by a hospital, university, or research facility with violating research protocols, falsifying research, or engaging in other research misconduct?		
11	Have you engaged in, the intemperate or habitual use or abuse of alcohol or narcotics, hallucinogenics or other drugs or substances that may impair judgment or coordination?		
12	Have you been the subject of a civil malpractice lawsuit? If yes, please submit a copy of the entire Civil Complaint, which must include the filing date and the date you were served. Submit a statement which includes complete details of the complaints that have been filed against you. **If you previously reported the complaint to the Board provide the docket number _____		

SIGNED STATEMENT

NOTICE: Disclosing your Social Security Number on this application is mandatory in order for the State Boards to comply with the requirements of the Federal Social Security Act pertaining to Child Support Enforcement, as implemented in the Commonwealth of Pennsylvania at 23 Pa. C.S. § 4304.1(a). At the request of the Department of Human Services, the licensing boards must provide to the Department of Human Services information prescribed by the Department of Human Services about the licensee, including the social security number. In addition, Social Security Numbers are required in order for the Board to comply with the reporting requirements of the U.S. Department of Health and Human Services, National Practitioner Data Bank.

I verify that this application is in the original format as supplied by the Department of State and has not been altered or otherwise modified in any way. I am aware of the criminal penalties for tampering with public records or information under 18 Pa. C.S. Section 4911. I verify that the statements in this application are true and correct to the best of my knowledge, information and belief. I understand that false statements are made subject to the penalties of 18 Pa. C.S. § 4904 (relating to unsworn falsification to authorities) and may result in the suspension, revocation or denial of my license, certificate, permit or registration.

Signature of Applicant

Date

Printed Name of Applicant

PENNSYLVANIA STATE BOARD OF MEDICINE

VERIFICATION OF GRADUATION FROM AN APPROVED ATHLETIC TRAINER PROGRAM

SECTION 1 – TO BE COMPLETED BY APPLICANT

NAME:	Last	First	Middle
NAME OF SCHOOL:			
LOCATION:			

Submit the verification of approved athletic trainer program form to your athletic trainer educational program and request the program complete the form and return it directly to the Board in an official school envelope.

SECTION 2 – TO BE COMPLETED BY DEAN OR REGISTRAR OF ATHLETIC TRAINING PROGRAM

NAME OF STUDENT:	Last	First	Middle
DATE STUDENT BEGAN TO ATTEND THIS SCHOOL:	Month	Day	Year
DATE OF GRADUATION:	Month	Day	Year

I verify that the athletic training program is accredited by the Commission on Accreditation of Athletic Training Education (CAATE) or by the National Athletic Trainers Association (NATA).

SIGNATURE OF DEAN/REGISTRAR:	
NAME OF INSTITUTION/SCHOOL:	
DATE:	Month Day Year
(Seal of School)	<p>Upon completion, school must return this completed form directly to the Pennsylvania State Board of Medicine State Board or Osteopathic Medicine in an official school envelope.</p> <p><i>DO NOT RETURN THIS FORM TO THE APPLICANT</i></p>

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