



STATE BOARD OF MEDICINE & OSTEOPATHIC MEDICINE RENEWAL GUIDE

Instructions to Renew:

Renewals are available 60 days prior to the license expiration date. You will receive an email notification when your renewal is available.

STATE BOARD OF OSTEOPATHIC MEDICINE – License Expiration on October 31, 2018
(Physician, Physician Assistant, Volunteer, Acupuncturist, and Physician Acupuncturist)

STATE BOARD OF MEDICINE – License Expiration on December 31, 2018

STATE BOARD OF OSTEOPATHIC MEDICINE (ALLIED HEALTH PROFESSIONS) –
License Expiration on December 31, 2018
(Osteopathic Medicine: Respiratory Therapist, Athletic Trainer, Genetic Counselor and Perfusionist)

PENNSYLVANIA LICENSING SYSTEM (PALS)

We've upgraded our online licensing system. Go to www.pals.pa.gov to renew your license.

LOGIN

- You can login using your user ID and password from the previous renewal.
- Use the User ID and Password recovery links if you forget your login information.
- You will be asked to verify and update account information during your first login.

RENEW

- From your PALS Dashboard, click the "Renew" box located at the top of your screen to be directed to the renewal application.
- Please note that documentation to certain questions must be uploaded with the application prior to submission.
- Click "Continue" to review your application and "Add to Cart". Proceed through the payment process to submit the renewal application to the Board.

VERIFY

- You will receive an email confirming that your license is renewed.
- Paper licenses will arrive in the mail in approximately 7-10 business days.
- Employers can verify the status of your license online at www.pals.pa.gov/verify.

HELPFUL INFORMATION

License specific continuing education requirements are available on the Board website.

- ✓ As a condition of biennial renewal, you are required to complete 2 hours of approved training on the topic of child abuse recognition and reporting from an approved provider. Continuing education results must be submitted electronically from the provider.
- ✓ All prescribers and dispensers are required to complete at least 2 hours of continuing education in pain management, the identification of addiction or the practice of prescribing or dispensing opioids. Specific details are available on the Board's website.

Please note: Child Abuse and Opioid prescribing and dispensing CE hours can be counted towards Board required CE. Visit the Board's website for information regarding CE exemptions and waivers. Failure to complete required CE within the biennial renewal period will result in disciplinary action.

SPECIAL NOTE REGARDING PROFESSIONAL LIABILITY INSURANCE

If your profession is required by law and/or regulation to maintain professional liability insurance and you are actively practicing healthcare in the Commonwealth of Pennsylvania, you are required to maintain professional liability insurance coverage in the amount specified in the Board's law and/or regulations.

SPECIAL NOTE TO PRESCRIBERS AND DISPENSERS

All prescribers and dispensers are required to register for the Pennsylvania Prescription Drug Monitoring Program (PA PDMP). To learn more and to register, please visit www.doh.pa.gov/PDMP.