

HOW TO APPLY FOR NYS LICENSURE: US MEDICAL GRADUATE



Information from NYS Education Department: <http://www.op.nysed.gov/prof/med/medlic.htm>

Forms available at: <http://www.op.nysed.gov/prof/med/medforms.htm>

- General Requirements
 - Age ≥ 21 and meeting education, examination, and experience requirements
 - Submit Application for Licensure: [Form 1 - Application for Licensure](#) with appropriate fee (\$735)
 - ***TIP:** If you want to be licensed during your PGY-2 year (for moonlighting, etc.), you can submit your application early during your PGY-1 year, so that all documentation is in place. This will expedite receipt of your license on completion of your PGY-1 year.
 - US citizenship or permanent resident status is NOT required. Applications will be considered from all legal residents who completed postgraduate training from accredited residency programs per below. However, they will be required to disclose their current immigration status on the application.
- Professional Education Requirements
 - A curriculum of not less than 32 months (4 academic years) in a medical program recognized as an acceptable educational program for physicians by the appropriate civil authorities of the country in which the school is located and receipt of the degree of Doctor of Medicine, Doctor of Osteopathic Medicine, or the equivalent as determined by the Department. You must complete the final year of medical education at the school that awarded you the degree.
 - A satisfactory proficiency examination. Educational Commission for Foreign Medical Graduates (ECFMG) certification will satisfy this requirement.
- Child Abuse Identification Reporting Certification
 - Required, unless medical school was completed in NYS after 9/1/1990. Exemption can be obtained if you will not provide care to patients <18 or >18 with a handicapping condition who reside in a residential facility.
 - For list of training providers and exemption form, see:
<http://www.op.nysed.gov/training/camemo.htm>
(Many classes can be completed online, with certificates directly transmitted to NYSED)
- Infection Control and Barrier Precautions Training
 - Required to be completed every four years. If training was completed during residency, certificate of completion or other documentation needed.
 - Certificate does not need to be submitted to NYSED but kept on file (may be requested by DOH, hospitals, etc.)
- Proof of Education
 - US Medical graduates from LCME/AOA accredited institutions have **two options** for submitting proof of education: (1) or (2) below
 - (1) Complete the **Certification of Professional Education: [Form 2 - Certification of Professional and Preprofessional Education](#)**
 - Section I must be completed by you. Section II must be completed by the medical school you attended (usually through the registrar's office) and returned to the Office of Professions directly by the school in an official school envelope.
 - (2) **Federation Credentials Verification Service (FCVS)** can also be used to collect and forward your credentials to the NYSED. This will establish a

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repository of credentials and documents that can be forwarded in the future to other states for licensure. This is especially useful if you are unsure where you will be working or can foresee yourself working in another state in the future. (Requires initial \$350 fee to establish file.) <http://www.fsmb.org/licensure/fcvs/>

- ***TIP:** You can create your FCVS profile as soon as starting residency, which will ensure it is already complete when you apply for licensure (aside from verification of post-graduate training).
 - What documents are needed?
 - **Must be mailed: Certificate of Identification & Affidavit and Release**, which are available after registering. Both must be **notarized** and mailed with **photocopy of birth certificate or passport**.
 - Photocopies of **Medical School transcripts** and **Medical School diploma** (8.5x11 copy) can be uploaded or mailed
 - Other requested documents may include release forms for NBME exam history and documents to support name change or variations of name
- Examination Requirements
 - **USMLE Steps 1, 2, and 3.** Scores should be directly forwarded to NYSED by Federation of State Medical Boards (FSMB) via Examination and Board Action History Report form, available at www.fsmb.org
 - **or COMLEX Level 1, 2, and 3.** Scores should be directly forwarded to NYSED by NBOME.
 - Experience Requirements
 - At least one year of postgraduate training in residency program accredited by the ACGME, AOA, RCPSC (Royal College of Physicians and Surgeons of Canada), or substantial equivalent.
 - This can be verified via **FCVS**. If **not** using FCVS, **Certification of Postgraduate Training (Form 2PGT - Certification of Approved Postgraduate Training)** must be submitted. Section I must be completed by you, with Section II completed directly by the Director of Medical Education or Department Chair at the hospital where post-graduate training was completed. It must be returned to The Office of Professions directly by the hospital.