

MAINE BOARD OF OSTEOPATHIC LICENSURE

Policies Adopted on December 10, 2015

Contact during Application Process

POLICY: It is the policy of the Maine Board of Osteopathic Licensure that throughout the entire application process, **only** the applicant for permanent or locum tenens licensure shall contact Board staff, via e-mail (osteopfr@maine.gov), in order to both ensure the integrity of and expedite the process.

If need be, Board staff will reach out to a person authorized by the applicant to speak on his/her behalf in order to obtain additional/clarifying information.

Effective Date: **December 10, 2015**

Application Processing Start Date

POLICY: It is the policy of the Maine Board of Osteopathic Licensure that the processing of an application for any type of licensure does not begin until appropriate fee(s), and other required application documents have been received by the Board office. The thirty (30) day wait period for status updates will begin on this date.

Effective Date: **December 10, 2015**

Data Bank Self-Queries

POLICY: It is the policy of the Maine Board of Osteopathic Licensure that **all** applicants for licensure¹ (*with the exception of those who apply for a training permit to work under the auspices of a hospital program*) must request a self-query report from the National Practitioner Data Bank **at their own cost**. The report must be current (***not older than 30 [thirty] days***) when submitted.

The applicant may forward the e-mailed NPDB results directly to the Board office **followed by the unopened original** the applicant will receive via US Mail (mail to: Board of Osteopathic Licensure, 142 SHS, Augusta ME 04333-0142).

Effective Date: **December 10, 2015**

¹ Permanent, Locum Tenens, Camp or Visiting