

FULL LICENSE APPLICATION NOT USING FCVS CHECKLIST

STATUS	ITEM	NOTES
	Applying for a license	
<input type="checkbox"/>	Complete the application online	The Board offers applicants the convenience of applying for licensure online. You must complete the online application and pay necessary fees (Visa/MasterCard) within 30 days to avoid having your application deleted. Documentation will need to be provided for any affirmative answers.
<input type="checkbox"/>	Applicants Oath	Form will need to be notarized and sent to the NC Medical Board.
<input type="checkbox"/>	Name Change Documentation	If you have ever had a name change, you will need to provide documentation. Example: marriage certificate, divorce decree, adoption papers, etc.
<input type="checkbox"/>	Malpractice Documentation	You will need to submit the plaintiff's complaint and settlement orders for each malpractice claim where you have been named.
<input type="checkbox"/>	Immigration Status	<p>If you are a US citizen, you will need to provide one of the following:</p> <ul style="list-style-type: none">• Birth certificate indicating birth in the United States of America or a United States Territory.• Valid and unexpired United States of America passport• Other appropriate documentation of United States of America citizenship deemed acceptable by the NC Medical Board.<ol style="list-style-type: none">1. Report of Birth abroad of a United States Citizen (FS-240).2. Certificate of report of birth (DS-1350 or FS-545)3. Certificate of United States of America Citizenship (N-561)4. United States of America Citizen Identification Card (I-97) <p>If you are not a US citizen, you will need to provide one of the following:</p> <p>A copy of a document indicating your immigration and alien status deemed acceptable by the NC</p>

Medical Board, which may include one of the following documents:

- Alien Registration Card or Green Card (Form I-551)
- Employment Authorization Document (Form I-688B or I-766)
- Certification of Report of Birth (DS-1350)
- Arrival-Departure Record (Form I-94)
- Other documentation providing lawful status in the United States of America.

<input type="checkbox"/>	Authority to Release Form	Sign and date the “Authority to release form” and return to the NC Medical Board with your application.
<input type="checkbox"/>	Fingerprint Cards	Complete 2 fingerprint cards and return to the NC Medical Board along with the authority to release form.
<input type="checkbox"/>	Verification of Medical Education	Form should be sent to your medical school for completion. The medical school should forwarded directly to the NC Medical Board.
<input type="checkbox"/>	Transcripts	Transcripts are required if you attended more than 1 medical school or more or less than the standard 4 years.
<input type="checkbox"/>	Examination Scores	Must come directly from the original source to the NC Medical Board.
<input type="checkbox"/>	ECFMG	Graduates of foreign medical schools must have a current ECFMG. You will need to contact ECFMG (http://www.ecfm.org/) and have a “Certification Status Report” sent the NC Medical Board. This report can be sent to us electronically from the ECFMG.
<input type="checkbox"/>	5th Pathway	If you completed a 5 th pathway program and are using a licensing examination other than USMLE, you should contact ECFMG to have an “ECFMG Examination History Chart” sent to the NCMB. You will also need to obtain a “Fifth Pathway Verification Form” from the NC Medical Board. You can email license@ncmedboard.org to request this form.

Physician Reference Form Two recommendation forms must be completed by physicians. Recommendation cannot be from a relative. These forms must be sent from the reference source directly to the NC Medical Board.

State License Verifications You must secure a report from each state, US territory or Canadian province regarding status of licensure. All licenses (except training licenses) active and/or inactive must be verified. These verifications should be sent directly to the NC Medical Board. Veridoc is accepted.

Postgraduate Training Verification Form You must send PGT verification form to each institution where you have participated in training. Form must be sent directly to the NC Medical Board from the training institution.

Ten Year Rule Qualification Documentation of one of the following must be accomplished within the past 10 years:

- USMLE examination.
- MCCQE examination.
- National Osteopathic Board of Medical Examiners examination of COMLEX.
- SPEX examination with a score of at least 75.
- COMVEX examination with a score of at least 75.
- USMLE examination.
- Certification or recertification of CAQ by a specialty board recognized by the American Board of Medical Specialities (ABMS), American Osteopathic Association (AOA), Certificat of the College of Family Physicians of Canada (CCFP), Fellowship of the Royal College of Physicians of Canada (FRCP) and the Fellowship of the Royal College of Surgeons of Canada (FRCS).
- Completion of graduate medical education approved by ACGME, AOA, CFPC or RCPSC.

If you have not met one of the seven qualifications above, you must submit CME documentation of 150 hours of practice relevant CME obtained in the past three (3) years. At least 60 hours shall be in the educational provider-initiated category. The remaining hours, if any, shall be in the physician-initiated category. You will need to submit certificates of completion for all CME hours obtained for Category 1. The NCMB CME log can be used for documenting CME hours for Category 2.



Physician profiles/reports

The NC Medical Board will request the following documentation on behalf of each applicant. If the Board is unable to obtain the information, the applicant will be notified and expected to forward the information to the Board.

- American Medical Association physician profile.
- American Osteopathic Association physician profile.
- National Practitioner Data Bank/Healthcare Integrity and Protection Data Bank report.

License Renewal

NC law requires licensed physicians to renew with the Board within 30 days of their birthday, every year, no matter when the license is issued. A renewal fee is required.