

2019 LICENSE RENEWAL INFORMATION FOR PHYSICIAN ASSISTANTS

For inquiries, call 410-764-4705 or 1-800-492-6836 ext. 4705, Monday through Friday from 8:00 am to 4:30 pm.

License renewal will begin on May 6, 2019. In order to maintain an active Maryland license, licensees are required to submit a renewal application and renewal fee of **\$186.00** to the Board by June 30, 2019. The online renewal application is accessible 24 hours a day, 7 days a week on the Board's website starting **May 6, 2019** through **June 30, 2019**. The online system will not be available after June 30, 2019.

New Information For Payment of License Renewal Fees

The Board has *discontinued* accepting checks, money orders and the American Express credit card for payment of license renewal fees. The license renewal fee of \$186.00 is payable online by Visa or MasterCard credit cards. The Board cannot accept payment by phone. Check or money order payments mailed to the Board will be returned to sender. This will delay the processing of your renewed license.

Failure to renew by June 30, 2019, 11:59 p.m. (EST) will result in expiration of your license to practice in Maryland. Licensees who fail to renew by the expiration date must apply for reinstatement of their license. If you do not want to renew your license, no action is required from you.

To login and complete the renewal application, you will need:

- Your Maryland license number;
- Last 4 digits of your social security number; and
- A Visa or MasterCard credit card.

You cannot access the online application if:

- Your license is expired. You must reinstate your license. Proceed back to the main page and click on Download Allied Health Applications to obtain a reinstatement application.
- You have an unresolved tax liability issue with the Comptroller's Office of Maryland. Please contact the Maryland Comptroller's Office at 410-974-2432 or 1-888-674-0016. The Board cannot assist you with unresolved tax obligations.

Name Change:

- You cannot submit a name change in the online application. If you wish to change the name on your license, you must file an allied health name change application *separately* and follow the instructions. Proceed back to the main page and click on Download Allied Health Applications to obtain a name change application.

License Printing:

- After submission of the application and payment, you can immediately print your new license. If a printer is not available, you can return later to print the license as well as a copy of the application and receipt. This function will be available until May 1, 2021. The Board's website will reflect your new expiration date 1 to 2 business days after the Board processes your application.

Continuing Education (C.E.) and Audit:

- To satisfy the continuing education requirement licensees must certify they have:
 - Earned at least 50 hours of Category 1 continuing education consisting of at least 8 hours of Category 1 education on pharmacology topics earned during the 2-year period preceding the expiration of the license **OR** proof of maintenance of certification by the NCCPA.

- A physician assistant renewing a license for the **first** time after initial licensure or reinstatement is required to have earned a minimum of 8 hours of Category 1 education on pharmacology topics prior to the expiration of the license but is exempt from the remaining 42 hours of Category 1 continuing education activities.
- Click here to view CE regulations; https://www.mbp.state.md.us/licensure_ahrenewals.aspx#4b

Continuing Education Audit

You may be randomly selected to be audited by the Board. If you receive a pop-up notice while you are renewing your license, you are required to send your continuing education documentation to the Board by July 15, 2019. Mail or fax your continuing education documentation to:

Maryland Board of Physicians
P.O. Box 2571
Baltimore, MD 21215
Attn: CE Audit
or
Fax to: 410-358-1298, Attn: CE Audit

For additional information about continuing education or any other information concerning physician assistant licensing, proceed back to our main page, select your practitioner link and click on Laws and Regulations or Frequently Asked Questions.