

2024 LICENSE RENEWAL INFORMATION FOR RESPIRATORY CARE PRACTITIONERS

For inquiries, please 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 April 1, 2024**. To maintain an active Maryland license, licensees must submit a license renewal application and renewal fee of **\$150.00*** to the Board by May 30, 2024. The online license renewal application is accessible 24 hours a day, 7 days a week, on the Board's website from **April 1, 2024, through May 30, 2024**. The online system will not be available after May 30, 2024.

Failure to renew by **11:59 p.m. (EST) on May 30, 2024**, will result in the expiration of your license to practice in Maryland. Licensees who fail to renew by the expiration date must apply for reinstatement of their license and a new criminal history records check. No action is required if you do not plan to renew your license.

To log in and complete the renewal application, you will need:

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

You cannot access the online application if:

- Your license is expired. If your license is expired, you can reinstate it by completing and submitting 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.

Important Information

Implicit Bias Training Required for First time License Renewal

If you are renewing your license for the first time in **2024** after initial licensure or reinstatement, you must attest in your license renewal application that you have completed an implicit bias training program course. This is a **one-time** requirement.

For more information and a list of approved training program courses, please click [here](#).

Note: Licensees are **not** required to submit proof of course completion to the Board. However, the Board recommends that you keep your certificate of completion as proof of registration. For courses that do not provide a certificate of completion, the Board recommends you retain proof of registration or a screenshot of the completion screen for your records.

Name Change:

- You cannot submit a name change in the online application. To change the name on your license, you must file an Allied Health name change application *separate* from the renewal application. Click [here](#) for a name change application.

Continuing Education (CE) and Audit:

- To satisfy the [continuing education](#) requirement, you must attest to earning at least 16 credit hours of approved CEs during the two years preceding the expiration of the license. Licensees applying for their **first** license renewal are exempt from the CE requirement.

**The renewal fee generally includes an assessment fee payable to the Maryland Health Care Commission (MHCC). For fiscal year 2024, the Board will pay the assessment fee of \$26.00 to MHCC for each renewing licensee.*

Note: The Board may randomly select you for a CE audit. If you receive a pop-up notice while renewing your license, you must send your continuing education documentation to the Board no later than June 15, 2024. Please fax or email your continuing education documents to the Board:

Fax #: 410-358-2252, Attn: CE Audit

Email Address: mdh.mbprenewal@maryland.gov

License Printing:

- After submitting the application and payment, you can immediately download and print your renewed license. If a printer is unavailable, you can return later to print the license and a copy of the application and receipt. The Board's website will reflect your new expiration date 1 to 2 business days after the Board processes your application.