2025 LICENSE RENEWAL INFORMATION FOR GENETIC COUNSELORS

For inquiries, contact the license renewal unit at 410-764-4705 or 1-800-492-6836, ext. 4705, Monday through Friday from 8:00 a.m. to 5:00 p.m.

The license renewal period will begin on **December 3, 2025**. To maintain an active Maryland license, licensees must submit a license renewal application and renewal fee of \$276.00* to the Maryland Board of Physicians (the "Board") by January 31, 2026. The online license renewal application will be accessible 24 hours a day, seven days a week, on the Board's website starting **December 3, 2025, through January 31, 2026.** The license renewal application will not be available after January 31, 2026.

Failure to renew by **11:59 p.m. (EST) on January 31, 2026**, will result in the expiration of your license to practice in Maryland. If your license expires and you intend to practice in Maryland, you must complete and submit a <u>reinstatement application</u> and apply for a new <u>criminal history records check</u>. *No action is required if you do not plan to renew your license.*

Important Information & Instructions

Implicit Bias Training Required for 2025 License Renewal:

- All healthcare practitioners renewing their license for the first time must complete an implicit bias
 training program course. This is a one-time requirement. You must attest on the renewal application
 that you have completed the program.
- If you need to complete a course, click <u>here</u> to find a list of approved implicit bias training courses provided by the Maryland Office of Minority Health and Health Disparities.
- Note, you are **not** required to submit proof of course completion to the Board. However, it is
 recommended that you keep your certificate of completion as proof of registration. For courses that do
 not provide a certificate of completion, we recommend you retain proof of registration or a screenshot
 of the completion screen for your records.

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

- Your Maryland license number;
- The last four digits of your Social Security number;
- A Visa, MasterCard, or Discover credit card to pay the license renewal fee.

You cannot access the online application if:

- Your license has expired. To reactivate it, you must submit a reinstatement application. Click here for 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. After the Board receives official notification from the Comptroller's Office that you have resolved the issue, you may log in to renew your license.

^{*}Includes a \$26 assessment fee to fund the Maryland Health Care Commission (MHCC) as required by law. (MD Code Annotated Health Occ. §1-209).

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 license renewal application to
the Board. Click here for a name change application.

Continuing education (CE) and audit:

- To satisfy the CE requirement, licensees must attest that they have:
 - Earned at least 50 hours of CE credits approved by the American Board of Genetic Counseling (ABGC) during the two-year period preceding the expiration date of the license OR
 - Maintain current certification by the ABGC.
 - Click this <u>link</u> to view the CE regulations.

Note: The Board may select you for a CE audit. If you receive a pop-up notice during login, you must send your CE documentation to the Board for review by February 15, 2026. Send your CE documentation by email, fax, or mail to:

• Email address: mdh.mbprenewal@maryland.gov

• Fax#: 410-358-2252

• Maryland Board of Physicians

P.O. Box 2571

Attn: Customer Service Baltimore, MD 21215

License printing:

- Immediately after you submit your application and payment, you can download and print a digital copy of your renewed license, payment receipt, and a copy of the application.
- If you can't print immediately, you can return later to the Board's website, select <u>Allied Health-Print</u>

 <u>My Renewed License/Receipt</u>, or log in to the <u>practitioner profile portal</u> to obtain a copy.
- The Board's website will reflect your new expiration date within two business days after you submit your application.