

**481—652.7(147,148) Permanent licensure application review process.** The process below is utilized to review each application. Priority is given to processing a licensure application when a written request is received in the board office from an applicant whose practice will primarily involve provision of services to underserved populations, including but not limited to persons who are minorities or low-income or who live in rural areas.

**652.7(1)** An application for initial licensure will be considered open from the date the application form is received in the board office with the nonrefundable initial licensure fee.

**652.7(2)** After reviewing each application, board staff will notify the applicant about how to resolve any problems. An applicant shall provide additional information when requested by staff or the board.

**652.7(3)** If the final review indicates no questions or concerns regarding the applicant's qualifications for licensure, staff may administratively grant the license. The staff may grant the license without having received a report on the applicant from the FBI.

**652.7(4)** If the final review indicates questions or concerns that cannot be remedied by continued communication with the physician, the executive director, director of licensure and director of legal affairs will determine if the questions or concerns indicate any uncertainty about the applicant's current qualifications for licensure.

*a.* If there is no current concern, staff will administratively grant the license.

*b.* If any concern exists, the application will be referred to the committee.

**652.7(5)** Staff will refer to the committee for review matters that include but are not limited to falsification of information on the application, criminal record, malpractice, substance abuse, competency, physical or mental illness, or professional disciplinary history.

**652.7(6)** If the committee is able to eliminate questions or concerns without dissension from staff or a committee member, the committee may direct staff to grant the license administratively.

**652.7(7)** If the committee is not able to eliminate questions or concerns without dissension from staff or a committee member, the committee will recommend that the board:

*a.* Request an investigation;

*b.* Request that the applicant appear for an interview;

*c.* If the physician has not engaged in active clinical practice or board-approved training in the past three years in any jurisdiction of the United States or Canada, require an applicant to:

(1) Successfully pass a competency evaluation approved by the board;

(2) Successfully pass SPEX, COMVEX-USA, or another examination approved by the board;

(3) Successfully complete a retraining program arranged by the physician and approved in advance by the board; or

(4) Successfully complete a reentry to practice program or monitoring program approved by the board.

*d.* Grant a license;

*e.* Grant a license under certain terms and conditions or with certain restrictions;

*f.* Request that the applicant withdraw the licensure application; or

*g.* Deny a license.

**652.7(8)** The board will consider applications and recommendations from the committee and will:

*a.* Request further investigation;

*b.* Require that the applicant appear for an interview;

*c.* If the physician has not engaged in active clinical practice or board-approved training in the past three years in any jurisdiction of the United States or Canada, require an applicant to:

(1) Successfully pass a competency evaluation approved by the board;

(2) Successfully pass SPEX, COMVEX-USA, or another examination approved by the board;

(3) Successfully complete a retraining program arranged by the physician and approved in advance by the board; or

(4) Successfully complete a reentry to practice program or monitoring program approved by the board.

*d.* Grant a license;

*e.* Grant a license under certain terms and conditions or with certain restrictions;

- f.* Request that the applicant withdraw the licensure application; or
  - g.* Deny a license. The board may deny a license for any grounds on which the board may discipline a license. The procedure for appealing a license denial is set forth in rule 481—652.17(147,148).
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