

**COMMONWEALTH OF MASSACHUSETTS  
BOARD OF GENETIC COUNSELORS**

**Staff Action Policy 2015-1**

<b>Title</b>	<b>Issuance and Renewal of Licenses pursuant to M.G.L.c. 13 § 105 and M.G.L.c. 112 §255</b>
<b>Purpose</b>	The Board of Genetic Counselors (“Board”) adopts this policy in order to provide the Executive Director with authority to direct the issuance and renewal of licenses pursuant to M.G.L.c. 13 §105 and M.G.L.c. 112 section 255 on the Board’s behalf, and also to specify the criteria which limit the scope of such authority.
<b>Date Adopted</b>	July 16, 2015, Amended October 4, 2018
<b>Authorization to Extend a Provisional License</b>	M.G.L.c. 112 section 255 authorizes the Board to issue a provisional license to a person who “meets the qualifications to be admitted to the examination for licensure between the date of filing an application for licensure and the announcement of the results of the <u>next</u> succeeding examination.” M.G.L.c. 112 section 255 and Board regulations at 270 CMR 3.04(2) provide that such provisional license “is valid for 2 years from the date of its issue,” and may be extended for two (2) years if the applicant fails the first sitting of the exam. The Board authorizes the Board’s Executive Director or his or her designee to extend the expiration date of a provisional genetic counselor (PGC) license provided that (1) the holder of the PGC license submits within 30 days of receiving notice of failing the examination a complete, accurate application for extension specified by the Board for this purpose that is signed by both the provisionally licensed genetic counselor and his or her supervisor, and (2) the ABGC or its successor verifies the PGC License holder’s eligibility to test again.

<p><b>Authorization to issue <u>initial licensure</u></b></p>	<p>The Executive Director may issue initial licensure to an applicant provided that the applicant has complied with, and provided all information and documentation required by M.G.L.c. 112§ 253. Specifically, §253 requires that each applicant must be at least 18 years old, of good moral character and meets the educational and professional experience requirements prerequisite to sitting for the licensing examination. The Executive Director may issue or cause to be issued a license when s/he determines that the information and documentation provided in or with the application meets the following criteria:</p> <ul style="list-style-type: none"> <li>(1) <u>Education:</u> <ul style="list-style-type: none"> <li>a. a master's degree from a genetic counseling training program approved by the Board, provided that such program meets the educational standards established by the American Board of Genetic Counseling (ABGC); or</li> <li>b. master's degree from a genetic counseling training program that is accredited by the ABGC or an equivalent program as determined by the ABGC; or</li> <li>c. a doctorate from a medical genetics training program that is accredited by the American Board of Medical Genetics (ABMG) or an equivalent program as determined by the ABMG</li> </ul> </li> <li>(2) <u>Certification:</u> The applicant has received a passing score on a genetic counselor certification examination as evidenced by a statement sent directly to the Board by the certifying agency that verifies such passing score or current certification, or both;</li> <li>(3) <u>Fees:</u> The Applicant has paid all applicable fees established by the Executive Office for Administration and Finance pursuant to M.G.L. c. 7, § 3B;</li> </ul>
<p><b>Authorization to <u>renew licensure</u></b></p>	<p>The Executive Director may direct the renewal of licensure for a genetic counselor provided that the genetic counselor has complied with, and provided all information and documentation required by, and has submitted documentation demonstrating compliance with continuing education requirements of 270 CMR 3.08 (e.g., 50 contact hours per license renewal period, etc. ).</p>
<p><b>Board review required</b></p>	<p>The Executive Director may neither direct the issuance of initial licensure to an applicant, nor direct the renewal of licensure, unless the information included with the application conforms to the criteria specified in this policy. Those application falling outside the scope of this policy shall be presented to the full board for its review and determination.</p>

