**Board of Registration in Medicine**

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**HOW FAST CAN I GET A FULL LICENSE?**

The most frequently asked question from physicians applying for a full license is “How fast can I get my full license?” The answer depends on two factors:

1. whether the physician has submitted all of the required documentation in accordance with the Board’s regulations; and
2. the current volume of applications being processed by the Licensing Division staff.

As part of the application process, a physician seeking a full license is required to provide a number of documents including: primary source verification of completion of medical school training and postgraduate training; examination scores; and satisfactory proof of good moral character. Affirmative responses regarding legal issues necessitate that a physician provide additional primary source documentation including: malpractice complaints; police reports; and other legal documents.

A full license application is complete only after all of the required documentation is received and reviewed by the Licensing Division staff. Timely completion of a full license application is intensive and requires the applicant’s cooperation to supply the required documents. Typically, a full license application, received from August through December, can be issued in approximately ten (10) weeks if there are no legal, competency or good moral character issues. License applications with no legal, competency or good moral character issues received between January and July may take approximately fourteen (14) weeks to process due to the larger volume of applications received during those months.

Listed below are tips to assist physicians applying for a full license:

Licensing Requirements

* Review the Board’s licensing requirements to ensure that you meet the current requirements.

Timeline of Activities since Graduation from Medical School

* Review this section of the application for completeness and accuracy. You must account for all periods of time, by month and year, beginning with graduation from medical school. You must complete this section and submit a current curriculum vitae.

Adverse Information

* Do not attempt to hide any adverse information from the Board. Making a false statement on an application can be grounds for denial of licensure in Massachusetts.

Active Involvement

* Be actively involved in the licensure process. Follow up with medical schools, training programs, hospitals, and insurers to make sure that requested information is provided promptly.
* Complete the full license application fully and accurately. If you are using a physician licensing service, carefully review your full license application prior to its submission. Inaccurate information causes delays in the application process.
* Review the Board’s full application checklist prior to mailing your application to the Board, to ensure that you have answered all of the questions and obtained all of the required documents.
* The Licensing Division staff reviews applications in the order they are received. You will be notified via email of the items needed to complete your application. Questions about your application should be directed to the Licensing Analyst assigned to your application.
* **Your application will not be processed until the Board receives: a completed application; the licensing fee; and all of the required supporting documentation**.

Change of Address

* If you change your address at any time during the licensure process, please remember to update your address with the Board. **Your wallet card will be mailed to the address that the Board has on file.**

General Information

* Typically, the Licensing Committee and the Board meet twice a month. The dates of the Board and the committee meetings are posted on the Board’s website at [www.mass.gov/massmedboard](http://www.mass.gov/massmedboard). These dates are subject to change.

Please exercise patience throughout the licensing process. The Board’s overriding mission is to serve the public by striving to ensure that only qualified physicians are licensed to practice medicine in the Commonwealth. This requires the Board to take the time to fairly and comprehensively evaluate each application for licensure.