

Rhode Island Department of Health

<b><u>Policy Area:</u></b> Board of Medical Licensure and Discipline	<b><u>Subject:</u></b> Automatic Withdrawal Physician Application After 1 Year Incomplete
<b><u>Title of Policy:</u></b> Automatic Withdrawal of Physician Applications	<b><u>Number:</u></b>
<b><u>Approved Date:</u></b> 1/12/2022	<b><u>Approved by:</u></b> Board of Medical Licensure and Discipline
<b><u>Written By:</u></b> Jessica DeSanto	

**1. Rationale or background to policy:**

Authority to practice Allopathic or Osteopathic Medicine shall be by a license issued by the Director of the Department of Health to any reputable physician who intends to practice Allopathic or Osteopathic Medicine in this state, and who meets the requirements for licensure. Applicants for licensure shall present satisfactory evidence of graduation from an accredited allopathic or osteopathic medical school approved by the board and in good standing; shall meet postgraduate training requirements and any other requirements that the Board or Director establishes by regulation; and shall pass in a satisfactory manner any examination that the board may require. Any physician applying for licensure shall pay a nonrefundable application fee and when applicable a reexamination fee for each reexamination.

The application process is not considered complete until all documents are received in a manner satisfactory to the Board. Neither the Board nor FSMB (FCVS and UA) will accelerate processing of one application at the expense of others for any reason. It typically takes between 2 to 6 weeks to complete the application process. However, the timeframe does vary between physicians.

**2. Policy Statement:**

On October 13, 2021 the Board of Medical Licensure and Discipline voted to automatically withdraw an application after one year of incompleteness.

**3. Procedures:**

If applicants have not completed the following qualifications after one year of the date the application was submitted, the application will be automatically withdrawn:

1. Applicants must answer all questions on the application.
2. Proof of graduation from an accredited allopathic or osteopathic medical school approved by the board and in good standing.
3. Shall meet postgraduate training requirements.
4. Obtain licensure verification from all states where the applicant holds or have ever held a license to practice medicine.
5. Pay a nonrefundable application fee and when applicable a reexamination fee for each reexamination, in a total amount of \$1,090.00 (or \$1,290.00 if also applying for a Controlled Substance Registration (CSR)).