



## MEDICAL BOARD OF CALIFORNIA Licensing Program



Agenda Item 5A

### REVISION OF THE PHYSICIAN & SURGEON APPLICATION

On January 10, 2011, the Application Revision Committee held a meeting to review the following "new" proposed application addendum forms:

- Birthmonth Licensure Request
- Applicant Address Change Request
- Statement of Professional Activities

These new forms were reviewed and proposed changes were discussed. The proposed edits will be finalized and discussed at the next scheduled meeting. Upon review and approval by the committee, these forms will be forwarded to management for edits or approval. Upon approval, the forms will be forwarded for legal review.

Additionally, the committee reviewed question #23 (re: criminal history), question #24 (re: pending criminal action) and question #25 (re: sex offender registration). Currently, these three questions appear on two separate pages of the application. As applicants many times answer the questions incorrectly or skip them entirely, we are proposing these questions to be placed together on one page.

The need for changes to the language for question #23 was discussed. The committee discussed proposed language changes which would break up question #23 into a two-part question clarifying what criminal history must be disclosed. Further, question #23 will clearly advise applicants that any "matters adjudicated through the juvenile system should not be disclosed" on the application. These proposed changes will be edited and discussed at our next scheduled meeting.

***Next scheduled meeting is January 19, 2011.***

**Project Status Report**  
For the period: October 2010 thru May 2011

<b>Project Information:</b>	
<b>Project:</b>	Application Revision
<b>Sponsor:</b>	Licensing Committee
<b>Owner:</b>	Curt Worden, Licensing Program Chief
<b>Manager:</b>	Fayne Boyd, Manager (916) 274-5983
<b>Goals:</b>	Revise application and instructions based on suggested recommendations and common errors made by applicants. Review MBC Web site "Applicants" tab which has not had a full review since 2000.
<b>Objectives:</b>	Provide clearer information to assist applicants in properly completing the application and decrease common errors. Update the MBC Web site to reflect changes made during the application revision to streamline the process.
<b>Impl. Date:</b>	June 2011
<b>Status:</b>	On Schedule

<b>Project Accomplishments</b>
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- *Project Team Meeting 10/14/10* - Discussed process, suggestions, and areas of focus. Reviewed Forms L1A, L1B, and L2 Forms noting areas to be changed. Discussed creation of three new forms; Statement of Activities, Birth Month Licensure Request, and Applicant Address Change Request.
- Provide Update to Licensing Committee at November 2010 Board Meeting
- *Project Team Meeting 1/10/11* – Discussed previous meeting notes. Reviewed and edited Statement of Activities, Birth Month Licensure Request, and Applicant Address Change Request forms. Reviewed Forms L1C, L1D, and L1E noting areas to be changed.
- *Project Team Meeting Scheduled for 1/19/11*
- Provide Update and Project Status Report for January 2011 Board Meeting
- *Project Team Meeting Scheduled for 2/2/11*
- *Project Team Meeting Scheduled for 2/9/11*
- *Project Team Meeting Scheduled for 2/16/11*
- *Project Team Meeting Scheduled for 2/23/11*