GENERAL INFORMATION

- This application is only for trainees who hold a current postgraduate training license (PTL) and have successfully completed 36 months of Accreditation Council for Graduate Medical Education (ACGME) accredited postgraduate training that includes four months of general medicine. The three years of postgraduate training must consist of at least 24-continuous months of training within the same program.

  Note: The PTL will be valid until 90 days after a resident successfully completed 36 months of accredited training if the resident is currently enrolled in an ACGME-accredited training program in California.

- To transition from a PTL to a physician’s and surgeon’s license, the applicant must have taken and passed the United States Medical Licensing Examination (USMLE) Step 3.

  Note: If you have previously submitted official scores verifying passage of all parts of the Licentiate of the Medical Council of Canada (LMCC) examination, USMLE Step 3 is not required.

- NotaryCam: NotaryCam is a company that provides an online notary service that is valid in California and may be used on the Board’s application forms. The Board does not mandate the use of this online service. The Board is providing this information as a convenience to applicants. Applicants may obtain further information regarding this online notary service at: https://www.notarycam.com/.

- Grounds for Denial: Each applicant’s credentials for licensure in California are reviewed on an individual basis. The Board has the authority to deny licensure based upon an applicant’s act of dishonesty, unprofessional conduct, conviction of a crime, discipline by a licensing board in outside of California, or inability to practice medicine safely.

- Priority Review and Expedited Licensure:

  Honorably Discharged Veterans of the United States Armed Forces

  The Medical Board of California (Board) is required to expedite the licensure process if you have served as active duty members of the Armed Forces of the United States and were honorably discharged. (Business and Professions Code (BPC) section 115.4)

  For an applicant’s license to be expedited, the applicant must:

  • Submit his or her official orders issued by the Armed Forces of the United States indicating that he or she has been, or will be, honorably discharged.

  Practice in Medically Underserved Area or Population

  The Board will provide priority review and processing of your application for licensure as a physician and surgeon if you have received and accepted an offer of employment to work in an area of California formally designated as an underserved area or underserved population. (BPC section 2092)

  For an applicant’s license to be expedited, the applicant must submit:

  1. An original signed and dated letter from you confirming your acceptance of employment in California to provide medical services to a formally designated underserved area and/or population.

  2. An original signed and dated letter from your prospective employer confirming your offer of prospective employment to provide medical services to a formally designated underserved area and/or population in California. The letter must include your proposed employment start date, the name and address of the facility(s) where you will provide medical services, and the medical specialty of the medical services you will provide.
Priority Review and Expedited Licensure: (Continued)

Spouse or Domestic Partner of an Active Duty Member of the United States Armed Forces

The Board is required to expedite the licensure/registration process for spouses and domestic partners of those on active duty in the United States Armed Forces who is assigned to a duty station in California under official active duty military orders. (BPC section 115.5)

For an applicant’s license to be expedited, the applicant must:

- Submit evidence that they are married to, or in a domestic partnership or other legal union with, an active duty member of the Armed Forces of the United States who is assigned to a duty station in California under official orders, and;
- Hold a current license/registration in another state, district or territory of the United States in the profession or vocation for which the applicant is seeking a license/registration.

Admitted to the United States as a Refugee, Granted Asylum, or Have a Special Immigrant Visa Status

BPC section 135.4 provides that the Board must expedite, and may assist, the initial licensure process for certain applicants described below. To have the application expedited, one of the following statements must apply to you:

- You were admitted to the United States as a refugee pursuant to section 1157 of title 8 of the United States Code;
- You were granted asylum by the Secretary of Homeland Security or the United States Attorney General pursuant to section 1158 of title 8 of the United States Code; or,
- You have a special immigrant visa and were granted a status pursuant to section 1244 of Public Law 110-181, Public Law 109-163, or section 602(b) of title VI of division F of Public Law 111-8, relating to Iraqi and Afghan translators/interpreters or those who worked for or on behalf of the United States government.

Satisfactory evidence must be provided in order to expedite your application. Failure to do so may result in application review delays. The following may be accepted as satisfactory evidence:

- Form I-94, Arrival/Departure Record, with an admission class code such as “RE” (Refugee) or “AY” (Asylee) or other information designating the person a refugee or asylee.
- Special immigrant visa that includes the “SI” or “SQ.”
- Permanent Resident Card (Form I-551), commonly known as a “Green Card,” with a category designation indicating that the person was admitted as a refugee or asylee.
- An order from a court of competent jurisdiction or other documentary evidence that provides reasonable assurance that the applicant qualifies for expedited licensure.
**APPLICATION CHECKLIST**

Listed below are the minimum application and supporting materials required to obtain a Physician’s and Surgeon’s License. This list is not all-inclusive as additional items may be necessary based on responses provided on the Application or information obtained from other entities.

### Application and Fees

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td><strong>Application to Transition From a PTL To a Physician’s and Surgeon’s License,</strong></td>
<td>Complete all fields, answer all questions and have the application notarized. All four pages must be submitted together.</td>
</tr>
<tr>
<td><strong>Initial License Fee or Reduced Initial License Fee</strong></td>
<td>The initial license fee is $808.00. Applicants may be eligible for the reduced license fee of $416.50 if enrolled in an approved postgraduate training program. Completion of the Current Postgraduate Training Verification (Form CTV) is required. The license fee includes a mandatory $25 fee for the Steven M. Thompson Physician Corps Loan Repayment Program. This program encourages recently licensed physicians to practice in underserved locations in California by authorizing a plan for repayment of their educational loans, up to $105,000, in exchange for their service in a designated underserved area for a minimum of three years.</td>
</tr>
<tr>
<td><strong>SONG-BROWN FAMILY PHYSICIAN TRAINING ACT Voluntary Fee - $25.00 (Minimum)</strong></td>
<td>You may voluntarily contribute any amount (minimum $25.00) to the Song-Brown Health Care Workforce Training Act (Song-Brown Program). The Board transfers all funds collected on a monthly basis to the Office of Statewide Health Planning and Development (OSHPD). The Song-Brown Program was established to increase the number of family physicians to provide needed medical services to the people of California. The program encourages universities and primary care health professionals to provide health care in medically underserved areas, and provides financial support to family medicine, internal medicine, OB/GYN, and pediatric residency programs; and family nurse practitioner, physician assistant, and registered nurse education programs throughout California. For further information regarding the program, please visit the OSHPD website at: <a href="https://oshpd.ca.gov/loans-scholarships-grants/grants/song-brown/">https://oshpd.ca.gov/loans-scholarships-grants/grants/song-brown/</a>.</td>
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### Examination Documentation

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<th>Description</th>
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<tbody>
<tr>
<td><strong>Official Examination Scores from FSMB: USMLE Step 3</strong></td>
<td>Official examination history reports must be requested from the Federation of State Medical Boards (FSMB). Official examination history reports may be requested from the following website at <a href="https://www.fsmb.org/transcripts/">https://www.fsmb.org/transcripts/</a>. The FSMB must submit the official examination history report verifying passage of Step 3, directly to the Board electronically, to be acceptable.</td>
</tr>
<tr>
<td><strong>APPLICATION CHECKLIST (Continued)</strong></td>
<td><strong>Postgraduate Training Documentation</strong></td>
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<tr>
<td>□ Certificate of Completion of ACGME/RCPSC/CFPC Postgraduate Training:</td>
<td>A Certificate of Completion of ACGME, RCPSC, or CFPC Postgraduate Training (Form PTA-PTB) is required to verify the completion of three years of accredited postgraduate training required for licensure. If training was completed in more than one program, each program must submit a PTA-PTB form to verify years of training.</td>
</tr>
</tbody>
</table>

The form must be submitted to the current postgraduate training program for completion. A “yes” response to any of the questions on Form PTA-PTB requires a signed and dated letter of explanation from the current program director.

*The completed form must be submitted directly from the program to the Board to be acceptable. Any letters of explanation must be provided on program letterhead, signed by the program director and mailed directly to the Board.*

<table>
<thead>
<tr>
<th>□ Current Postgraduate Training Verification:</th>
<th>If an applicant is currently enrolled in an accredited training program when paying the initial licensing fee, completion of this form is necessary to be eligible for the reduced initial licensing fee. Complete the top section and submit the form to the current training program for completion. The current program director must provide all of the required information and responses on the form, sign and date the form, and affix it with the program seal. If a program seal is not available, the program director must sign in the presence of a notary and the notary seal must be affixed. <em>The completed form must be submitted directly from the program to the Board to be acceptable.</em></th>
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<tr>
<td>□ Explanation For Application Question:</td>
<td>This form may be used by the applicant to provide a detailed written explanation for a “yes” response to a question on the Board’s application. A separate form is required for each question.</td>
</tr>
<tr>
<td>□ Other Item</td>
<td></td>
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*Form PTA-PTB* (If applicable)