

## OREGON PHYSICIAN ASSISTANT LICENSURE OVERVIEW

The information below outlines the eligibility requirements and application process for licensure as a physician assistant in the state of Oregon. [Read the instructions](#) in order to complete the application correctly. Statutes and rules regulating the practice of physician assistants can be found on the Oregon Medical Board (Board) web site in the Oregon Revised Statutes, Chapter 677 and the Oregon Administrative Rules, Chapter 847, Division 50.

**FEES: ALL FEES ARE NON-REFUNDABLE.** Fees submitted will not be refunded if it is determined that the applicant is not eligible for licensure. Make checks payable to the "Oregon Medical Board" or complete the credit card information form. Canadian/foreign checks must be marked "US Funds"

<p><b>Licensure Application Processing Fee</b></p>	<p><b>\$245.00</b></p>	<p>Must be sent with Application. Licensure fees will be required <i>in addition to</i> the application fee if your application is approved for licensure.</p>
<p><b>Initial Biennial License Registration Fee</b></p> <p>If licensed in any part of the first year of the biennium          Plus Prescription Monitoring Fee (waived for Inactive, Administrative Medicine and Military status)          Plus Workforce Database Fee</p> <p>If licensed in any part of the second year of the biennium          Plus Prescription Monitoring Fee (waived for Inactive, Administrative Medicine and Military status)          Plus Workforce Database Fee</p> <p>All <u>permanently licensed</u> physician assistants are required to pay license registration renewal fee of \$350.00, prescription monitoring fee of \$25.00, and a workforce database fee of \$5.00 on a biennial basis.</p>	<p><b>\$350.00</b></p> <p><b>\$50.00</b></p> <p><b>\$5.00</b></p> <p><b>\$175.00</b></p> <p><b>\$25.00</b></p> <p><b>\$5.00</b></p>	<p><b>DO NOT</b> send this fee with your application.</p> <p>You will be provided with registration instructions either upon completion of your application file or after the Physician Assistant Advisory Committee (Committee) makes a recommendation regarding your permanent licensure.</p> <p>The physician assistant biennial license registration renewal cycle is <u>January 1 to December 31 on odd-number years</u>.</p>
<p><b>Limited License Fee</b>          Limited License, Postgraduate          Limited License, Special</p> <p>You will receive written notification when your file is complete as to whether you qualify for a Limited License.</p>	<p><b>\$75.00</b></p>	

## **UNLIMITED LICENSURE REQUIREMENTS (Eligibility):**

Pursuant to OAR 847-050-0015 and OAR 847-050-0020:

1. Graduation from a physician assistant training program approved by the American Medical Association Committee on Allied Health Education and Accreditation (CAHEA), or the Commission on Accreditation for Allied Health Education for Allied Health Education Programs (CAAHEP), or the Accreditation Review Commission on Education for the Physician Assistant (ARCPA)
2. Passing score on the Physician Assistant National Certifying Examination (PANCE) given by the National Commission on Certification of Physician Assistants (NCCPA)

## **THE BOARD MAY DENY LICENSURE IF AN APPLICANT:**

- Has had his/her license or certificate revoked or suspended in this or any other state unless restored to good standing
- Has been refused a license, registration, or certification in any other state on any grounds other than failure of a physician assistant examination
- Has been guilty of conduct which would be prohibited by or to whom ORS 677.190 would apply

## **THE APPLICATION PROCESS:**

**Applications are processed in date order received.** It takes approximately 10 business days for the Board to respond to the receipt of an application in writing. As documents arrive for the application process, the applicant will be able to check the status of their application using the Boards online status report. The online status report will outline documents still required to complete your file. Once the application file is complete, the applicant will be notified to use the Boards online system to complete their registration application and pay the registration fees. Most applicants find that it takes approximately six weeks from the date the Board receives an application to be granted a license.

Please be sure to notify the Board of any change in your address or phone number as soon as the change occurs. Applicants can update their address and phone number using the Boards online services.

## THE APPROVAL PROCESS, AFTER AN APPLICATION FILE IS COMPLETE:

In order to be granted licensure by the Board you must complete the application process and be deemed eligible for licensure by the Board.

Physician assistant licenses are usually issued within one week upon the Board's receipt of the registration application and fee.

Applicants deemed eligible for licensure, with no issues that may prohibit them from being granted a license, may be eligible for permanent licensure upon completion of his/her application file. If eligible for this type of licensure, applicants will be notified and instructed to complete the online licensure registration application form upon completion of the application file.

Applicants who complete the application process (are deemed eligible for licensure, with no issues that may prohibit them from being granted a license) having recently graduated from a PA program, but have not yet taken and passed the Physician Assistant National Certifying Examination (PANCE) given by the National Commission on Certification of Physician Assistants (NCCPA), may be eligible for a **Limited License, Postgraduate** license. This license allows applicants to practice as a PA for a period of up to one year during which time the PA is required to take and pass the NCCPA certification examination. Failure to pass the PANCE will result in the automatic termination of the Limited License, Postgraduate. Prior to the last Physician Assistant Advisory Committee and Board meetings within the one-year period, the NCCPA must provide the Board with verification of certification. When the Board receives this verification, the PA is scheduled for permanent licensure approval. If the applicant is approved by the Board, the applicant will be issued a permanent license.

If your application does not meet licensure requirements and/or brings forth any issues as outlined in the aforementioned "The Board May Deny Licensure if an Applicant," the application may require review by the Physician Assistant Advisory Committee with approval of licensure by the Board. Licensure prior to this review and approval process is not possible for applications that fit under this category.

## ONCE APPROVED FOR LICENSURE: Practice Agreement with Supervising Physician

**Effective January 1, 2012, all PAs must enter into a Practice Agreement with each supervising physician or supervising physician organization (SPO) that uses his/her services as a PA.** The supervising physician must be actively licensed in Oregon, in good standing with the Board, and pass an open-book exam on the Medical Practice Act and Administrative rules. A supervising physician is the physician who provides direction and regular review of the medical services provided by the PA as set forth in the Practice Agreement.

The Practice Agreement is a written agreement between a physician assistant and a supervising physician or SPO that describes the manner in which the services of the physician assistant will be used. Prior to using the services of a physician assistant, a supervising physician or primary supervising physician of a SPO must be approved as a supervising physician by the Board. The physician assistant may not enter into a practice agreement prior to being licensed by the Board.

The physician assistant can only perform, at the direction of the supervising physician or agent, the medical services that are included in the Practice Agreement. A physician assistant licensed by the Board may provide any medical service, including prescribing and administering controlled substances in schedules II through V under the federal Controlled Substances Act:

- (1) That is delegated by the physician assistant's supervising physician or SPO;
- (2) That is within the scope of practice of the physician assistant;
- (3) That is within the scope of practice of the supervising physician or SPO;
- (4) That is provided under the supervision of the supervising physician or SPO;
- (5) That is generally described in and in compliance with the practice agreement; and
- (6) For which the physician assistant has obtained informed consent, if informed consent is required.

The practice agreement must be submitted to the Board within 10 days after the physician assistant begins practice with the supervising physician or SPO. The supervising physician or SPO must keep a copy of the practice agreement at the practice location and make a copy of the practice agreement available to the Board on request. The Practice Agreement must be updated at least every two years, or with any change to the agreement.

The practice agreement is not subject to board approval, but the board may request a meeting with a supervising physician or SPO and a physician assistant to discuss a practice agreement. *ORS 677.510.*

## **DEADLINES:**

Applications are valid for one year from the date filed.

If the application process should reveal any issues as noted above, your application will require Physician Assistant Advisory Committee review and final Board approval prior to being granted a license. These meetings are held quarterly and in order for an applicant to be reviewed at the earliest opportunity s/he must submit the application and the filing fee by the application filing deadline. The Board must receive all required documentation by the file completion deadline for licensure. No applicant will be scheduled for Board review if his or her file is not complete by the file completion deadline.

## **HOW TO APPLY:**

If you qualify for licensure, go to the Online License Applications section of the Board website (<http://www.oregon.gov/OMB/index.shtml>). The system will lead you through the online application process.

***Read all instructions thoroughly.***

If you have specific questions, please contact the Licensing Call Center at 971-673-2700 or [omb.appinfo@state.or.us](mailto:omb.appinfo@state.or.us). For persons calling within the state of Oregon, you may use our Toll Free number at 1-877-254-6263. Address all written correspondence to:

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