

**OREGON PHYSICAL THERAPIST LICENSING BOARD**  
800 NE OREGON STREET, SUITE 407 PORTLAND, OR 97232-2187  
PH. 971.673.0201 – [www.ptboard.state.or.us](http://www.ptboard.state.or.us)

**EFFECTIVE MARCH 4, 2019 - INSTRUCTIONS for LICENSING – PT and PTA**

**1. APPLICATION FORM:**

Complete all sections of the Oregon Physical Therapist Licensing Board application (type or print legibly).

Attach the required photograph to the form.

Answer all questions on page 4. If you answer “yes” to any questions 3-6 follow the instructions requiring additional documentation. For questions regarding required documentation, contact the Board Investigator at 971-673-0204.

Sign and date the application on the last page.

**Incomplete applications will be returned.**

**2. FEE:** Along with the Board application form, applicants must submit a check for the **non-refundable** fee of **\$190.00**. The check must be made payable to the “**Oregon Physical Therapist Licensing Board**” or “**OPTLB**”. Applications will be returned if the appropriate fee is not included. Funds must be in US Dollars and drawn on a bank in the United States. There is a charge of \$25.00 for a Non-Sufficient Funds (NSF) check returned to the Board. Applications are good for 6 months from the date processed.

**3. BACKGROUND CHECK:** The Board requires applicants to undergo a state and national criminal background check using fingerprint identification. The Board contracts with Fieldprint Inc to collect and transmit fingerprints electronically. The applicant is responsible for all charges. You do NOT have to be in Oregon to be fingerprinted. To schedule an appointment in your area contact [www.FieldprintOregon.com](http://www.FieldprintOregon.com) and use the code **FPORPTLicensingBdDAS**.

**4. OREGON JURISPRUDENCE ASSESSMENT MODULE (OR JAM):** All applicants must pass the OR JAM. The OR JAM is a law exam based on the content of the Oregon Revised Statutes (ORS) and Oregon Administrative Rules (OAR). Copies of the ORS and OAR are available on the Board website. The OR JAM is a timed 90-minute exam of 50 multiple-choice questions. A score of 80% or greater is required to pass. The cost to take the OR JAM is \$48.00 for each attempt.

**5. CERTIFICATE OF PROFESSIONAL EDUCATION or OFFICIAL SCHOOL TRANSCRIPT:** Your school must complete and submit the Certificate of Professional Education form *or* send an Official School Transcript showing degree conferred, DIRECTLY to the Oregon Physical Therapist Licensing Board, with appropriate signature and school seal. The Board will not accept educational certificates that have been sent to the Board by the applicant. Foreign-trained PT’s must have an Educational Credential Report completed by a Board approved credentialing agency submitted directly to the Board in lieu of a Certificate of Professional Education.

**6. PAIN MANAGEMENT CERTIFICATE, PT applicants only** – You must complete as part of your application the mandatory (OAR 848-035-0035) 1 hour on-line presentation by the Oregon Pain Commission. A copy of the completion certificate must be submitted with the application. The link to the module may be found on the Board website.

**7. NPTE SCORE TRANSFER** - Go on-line at [www.fsbpt.org](http://www.fsbpt.org) to request the transfer of your national examination scores, from the Federation of State Boards of Physical Therapy (FSBPT), to the Oregon Board.

**8. LICENSURE VERIFICATION:** You must provide verification of all professional health care licenses you have ever held regardless of status (active, expired, inactive, and lapsed, etc.) If the verification can be found online, and the website states it is “Primary Source”, you may print the verification and send with your application. If the website does not state “Primary Source”, you will need to contact that Board to request they send verification directly to the Oregon Board. States that do not have primary source verification on their websites are AZ, AR, MN, MT, NY, ND, PR, SD, VIR IS. Verifications cannot be more than 90 days old at the time the Oregon Board issues the license.

**IF YOU HAVE NOTE YET TAKEN THE NATIONAL PHYSICAL THERAPY EXAMINATION (NPTE)**

- Applicants must register on-line directly, with the Federation of State Boards of Physical Therapy (FSBPT), to sit for the NPTE. For questions regarding exam costs and the NPTE, or for on-line registration, go to [www.fsbpt.org](http://www.fsbpt.org).
- Registration for the NPTE is independent of application for Licensure with the Oregon Board and may be done at any time.
- The NPTE Candidate’s Handbook may also be downloaded from the FSBPT on-line registration website.

**CHECKLIST**

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|--------------------------|--|--------------------------|--|
| <input type="checkbox"/> | Application signed, photo attached, all questions answered   | <input type="checkbox"/> | Check for \$190.00 made payable to OPTLB |
| <input type="checkbox"/> | Background check thru Fieldprint completed   | <input type="checkbox"/> | OR-JAM passed 80% or better              |
| <input type="checkbox"/> | All licenses verifications if any, included with application or being sent by states to Oregon PT Board                        |                          |  |
| <input type="checkbox"/> | Proof of PT or PTA Program completion, Official School Transcripts, Certificate of Professional Education or Credential Report |                          |  |
| <input type="checkbox"/> | Pain Management Module certificate ( PT’s only)  |                          |  |
| <input type="checkbox"/> | NPTE score transferred to the Oregon PT Board  |                          |  |