



Oregon

Tina Kotek, Governor

Board of Massage Therapists
610 Hawthorne Ave SE, Suite 220
Salem, OR 97301
Phone: (503) 365-8657
Fax: (503) 385-4465
www.Oregon.gov/OBMT

OBMT Finger Printing Instructions:

Important Information regarding Fingerprints:

Only electronic fingerprints taken and submitted by FieldPrint (www.fieldprintoregon.com) a third party vendor, **using the code FPORMassTherapistsDAS** (instructions below) can be accepted by the Board.

The Board is unable to accept or process paper fingerprint cards or electronic fingerprints taken by another agency or organization, including law enforcement or Oregon Health Authority.

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All Initial Licensure Applicants, Licensees returning from “Lapsed” or “Inactive” status, and Licensees requested by Board staff to submit fingerprints as part of the renewal process or for investigation purposes, are required to submit electronic fingerprints to the Board.

You do not need to be in Oregon to have your fingerprints taken. FieldPrint locations are available across the United States, including Hawaii, and many territories and protectorates, including Puerto Rico, Guam, US Virgin Islands, and more. You may select a location and time convenient to you when scheduling your appointment through the FieldPrint website.

The Board cannot accept background check results from another agency or organization, including employers, schools, employers, etc., and cannot forward the results of background checks received from OSP by the Board.

Instructions For Scheduling Your Fingerprinting Appointment:

1. Visit www.FieldprintOregon.com
2. Click on the “Schedule an Appointment” button.
3. Enter your email address under “New Users/Sign Up” and click the “Sign Up” button.
4. Follow the instructions (Create a Password and Security Question); click “Sign Up and Continue”
5. Enter this FieldPrint Code where indicated: **FPORMassTherapistsDAS**
6. Enter the required contact and demographic information; click “Safe and Continue”
7. Schedule a fingerprint appointment at the location of your choosing.
8. At the end of the process, print the Confirmation Page.
9. Take the Confirmation Page and two forms of ID with you to your fingerprint appointment.
10. If you have any questions or problems with registration or scheduling an appointment, contact FieldPrint customer service team at (877) 614-4364 or customerservice@fieldprint.com

What happens next:

1. Board staff releases the fingerprints for processing once the initial/renewal application is complete.
2. FieldPrint electronically submits your fingerprints for processing.
3. Background checks are conducted by Oregon State Police (OSP) and the Federal Bureau of Investigations (FBI)
4. Please allow 30 days (*from the date the last required document is submitted to the Board, not from the date your fingerprints were taken*) for processing your fingerprint before contacting the Board office.