

ATHLETIC TRAINERS INFORMATION SHEET

APPLICATION REQUIREMENTS

Ref: OAR 331-130-0001

References to "HLO" herein mean the Health Licensing Office.

Applicants must:

- Meet the requirements of OAR 331 division 30;
- Submit a completed application form prescribed by the Office, which shall contain the information listed in OAR 331-030-0000 and be accompanied by payment of the required fees;
- Submit one form of acceptable photographic identification as outlined in OAR 331-030-0000(10), **which must include applicant's current legal name**: Front and back of legible (clear) photocopies if submitted by mail; driver license, state ID card, passport or military ID card;
- Submit proof of being at least 18 years of age and provide a copy of their birth certificate, or school/military/governmental record with age documented (*if not already provided on photographic identification required above*); Refer to www.healthoregon.org/hlo for a complete list of acceptable identification;
- Submit evidence demonstrating current certification in cardiopulmonary resuscitation (CPR) including:
 - (i) Adult & Pediatric CPR;
 - (ii) Automated external defibrillator AED;
 - (iii) 2nd Rescuer CPR;
 - (iv) Airway Obstruction; and
 - (v) Barrier Devices (e.g., pocket mask, bag valve mask); and
- Provide documentation of completing a qualifying pathway (*See qualifying pathways below*).

QUALIFICATION PATHWAYS

Ref: OAR 331-110-0005

Applicant is responsible for any fees required to satisfy the qualification pathway requirements.

PATHWAY ONE: QUALIFICATION THROUGH EXAMINATION

- Submit official transcripts demonstrating that the individual holds a bachelor's degree from a regionally accredited four year college or university and has completed an athletic training education program accredited by the Commission on Accreditation of Athletic Training Education, or has been approved or recognized by the Board;
- Submit evidence of prescribed educational and work experience as required by ORS 688.720, and OAR 331-130-0001; and
- Submit official documentation of a passing score of the BOC examination or documentation of successful completion of an equivalent examination approved or recognized by the Board.

PATHWAY TWO: RECIPROCITY

- Submit an Affidavit of Registration demonstrating proof of current registration, which is active with no current or pending disciplinary action. The registration must have been issued by another state or territory of the United States and the requirements be equivalent to those in ORS 688.720.

NOTE: An applicant with a current athletic training licensing credential issued from another state or territory of the United States must arrange for a completed Affidavit of Registration, issued by the credentialing state, to be mailed directly to the Office. The Affidavit must attest to the applicant's registration record and indicate successful

completion of the BOC examination or another examination approved by the Board.

FEES

Ref: OAR 331-105-0030

Application (non-refundable)

- Pathway One \$100
- Pathway Two \$150

Original Registration*

- All Pathways \$125

Renewal

- Registration \$125

**Registration is valid for one year.*

Refer to www.healthoregon.org/hlo for a complete list of approved fees.

PAYMENT OPTIONS

The HLO accepts cash, check, money order, Visa, Discover and MasterCard. Payments must be made for the exact amount required.

Applicants are encouraged to contact the Office if they plan to pay with a third-party check or credit card.

NOTICE TO APPLICANTS

1. An applicant who has been the subject of any disciplinary action, including the imposition of a civil or criminal penalty, is not considered qualified for an Oregon authorization to practice until the HLO determines the scope, applicability and finality of the disciplinary action as it relates to the applicant's fitness to be issued an authorization to practice or use a professional title under a program listed in ORS 676.606. The disciplinary record may include, but not be limited to, actions imposed from the following:
 - (a) An Oregon health professional regulatory board as defined in ORS 676.160;
 - (b) A regulatory authority in Oregon or another state;
 - (c) A regulatory authority in another country or territory.

2. The HLO may also conduct a criminal background check of convictions to determine whether the applicant has been convicted of a crime that may affect the applicant's fitness to practice in accordance with ORS 670.280.
3. Material misrepresentation or material errors of fact on an application for or renewal of an authorization are grounds for disqualification of examination, refusal to issue or revocation of the authorization. Refer to ORS 676.612.

HLO INFORMATION

Address

1430 Tandem Ave. NE, Suite 180

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Phone: (503) 378-8667

FAX: (503) 370-9004

Website: www.healthoregon.org/hlo

E-mail: hlo.info@state.or.us

Business Hours

- Monday - 8 am to 4:30 pm
- Tuesday - 9 am to 4:30 pm
- Wednesday - Friday - 8 am to 4:30 pm

The Office is closed on all state-recognized holidays.

Parking

The HLO now features free parking.