

## Licensure

### Purpose

It is a goal of Mayo School of Graduate Medical Education (MSGME) to train physicians to practice medicine independently, evidenced by attainment of a residency permit and/or medical license.

### Policy

It is the policy of the MSGME that all residents are required to obtain and maintain the appropriate medical license while enrolled in MSGME. Failure to meet applicable eligibility requirements without delay and obtain and maintain a residency permit followed by a medical license, will result in one or more of the following:

- Delay or revocation of appointment
- Preclude advancement to the next postgraduate level
- Preclude continuation in the residency program
- Disciplinary action for non-academic deficiency

### Training/Residency Permit

**If not licensed in the appropriate state, residents must be registered by that state to participate in a MSGME program.** The training/residency permit will terminate upon issuance of a state medical license. Forms for the residency permit are sent with the appointment letter to new residents.

In some cases, international graduates will not be able to obtain medical licensure (e.g., unaccredited one-year fellowship). In these cases, a residency permit must be obtained in the appropriate state. Florida does not allow residents in an unaccredited program to be registered. They must be licensed.

### Licensure Eligibility Requirements

1. U.S./Canadian residents are required to graduate from an accredited medical or osteopathic school located in the United States, its territories, or Canada. International Medical Graduates (IMG) are required to graduate from a medical school listed in the World Directory of Medical Schools.
2. Completion of one of the following examinations:
  - United States Medical Licensure Examinations (USMLE) exams must be completed within three (3) attempts\* each and the following limits:
    - Minnesota Board of Medical Practice requires that USMLE Step 3 be completed within five years of passing Step 2.
    - Arizona Medical Board requires that all USMLE Steps be completed in seven years.
    - Florida Board of Medicine has no limit as to the number of years to complete the USMLE exams.
  - Comprehensive Osteopathic Medical Licensing Examination (COMLEX) exams must be completed within three (3) attempts\* each and within seven years.
  - Licentiate of the Medical Council of Canada (LMCC ) Level 1 & 2 exams must be completed. The LMCC are accepted by Arizona and Minnesota, but are not accepted by Florida.
3. Completion of clinical medical training in a program accredited by the Accreditation Council for Graduate Medical Education (ACGME) or the American

Osteopathic Association (AOA) or the Royal College of Physicians & Surgeons of Canada for the following timeframe:

- US/Canadian: Arizona - 1; Florida - 1; Minnesota - 1
- IMG: Arizona - 3; Florida - 2\*\*; Minnesota – 2
- Florida Statute requires that osteopathic residents complete an AOA approved one-year internship. If not, resident will need to petition the Florida Board for approval of “good cause.”

\* This requirement supersedes state criteria for Arizona and Florida regarding maximum attempts per test.

\*\* Must be in the same specialty otherwise three years required.

MSGME requires that the final licensing exams be completed as follows:

<b>USMLE Step 3 COMLEX Level 3 Exam (US graduate only)</b>			
	<b>Mayo – Arizona</b>	<b>Mayo – Jacksonville</b>	<b>Mayo – Rochester</b>
US/Canadian	By May 1 <sup>st</sup> of G1 yr	By April 1 <sup>st</sup> of G1 yr	By May 1 <sup>st</sup> of G1 yr
IMG Graduates	By May 1 <sup>st</sup> of G3 yr	By April 1 <sup>st</sup> of G2 yr	By May 1 <sup>st</sup> of G2 yr
Residents who have completed the required ACGME accredited training at another institution	Prior to start date	Prior to start date	Prior to start date

**LMCC Level 2 exam should be completed prior to starting residency, unless training at MSGME is resident's first training program since graduating from medical school.**

For further information regarding medical licensure contact:

- Medical Licensure & Credentialing office (Mayo Clinic Rochester) (507) 284-2952
- CP Medical Education office (Mayo Clinic Arizona) - (480) 342-8057
- Medical Staff Services (Mayo Clinic Jacksonville) - (904) 953-5869

**Additional Information about Licensure and USMLE**

1. MSGME will assume the financial responsibility for MSGME residents/fellows obtaining and maintaining their medical license and federal DEA as long as they are in training at Mayo. Any late fees associated with license renewals are the responsibility of the resident/fellow as is the fee for the USMLE/COMLEX/LMCC examinations.
2. State licensure application packets will be mailed to eligible residents. You will be asked to complete this application in a reasonable amount of time and return it with the required documents.
3. A valid state medical license is required for the entire duration of the training program. Residents will be required to show proof of current licensure upon leaving the Mayo School of Graduate Medical Education.
4. Residents should confer with their program director or coordinator before scheduling USMLE/COMLEX Step III. It is the resident's responsibility to immediately inform the program director if the exam is failed. The program will then develop with the resident a plan to retake the exam and may require a leave of absence to adequately prepare.

5. Individual programs may have additional licensure requirements.
6. All licensed MCR residents/fellows must be credentialed.

### **MPIN Application Requirement**

All residents who hold a valid medical license in the State of Minnesota are required to apply for a Medicare Provider Identification Number (MPIN) through PFS System Services (Lynn Freiheit, extension 4-1373). PFS System Services and the program director will contact each resident regarding the guidelines and specific use of the number. MPIN applications are available from Lynn Freiheit, PFS System Services Office. Residents who already have a MPIN number must complete the MPIN application so that Mayo can obtain a MPIN number specific for Medicare billing.

### **Minnesota Dental Licensure**

The Minnesota Board of Dentistry requires residents in a graduate dental program at the Mayo School of Graduate Medical Education to obtain a "resident dentist license" prior to starting the residency program. The necessary paperwork and testing requirements will be sent to the resident prior to his/her start date. The Department of Oral & Maxillofacial Surgery requires that their residents obtain a full dental license within their first academic year. Please contact the Medical Licensure and Credentialing Office for additional information.

Related References:      Credentialing  
   [Minnesota Board of Medical Practice](#)  
   [Arizona Medical Board](#)  
   [Florida Department of Health](#)  
   [Minnesota Board of Dentistry](#)  
   [Arizona Osteopathic Board](#)

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Reviewed by:                GMEC  
Contact:                      Secretary of GMEC