263 CMR 3.00: LICENSURE OF INDIVIDUAL PHYSICIAN ASSISTANTS

Section

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3.01: Purpose

263 CMR 3.00 governs the licensure of Physician Assistants in Massachusetts by establishing the eligibility requirements and administrative procedures for the issuance of licenses to qualified applicants and the renewal of such licenses.

3.02: Requirements for Full Licensure

Any person who wishes to commence practice as a physician assistant shall apply for, and obtain, a certificate of registration as a physician assistant from the Board prior to commencing such practice.

(1) To qualify for a initial licensure as a physician assistant, an applicant must:
(a) Be 18 years of age or older;
(b) Be of good moral character;
(c) Possess a baccalaureate degree or higher from an educational institution on the list of accredited colleges of the United States Office of Education, or any like institution approved by the Board;
(d) Have graduated from a physician assistant training program that was an Approved Program on the date of graduation;
(e) Have passed the certifying examination of the NCCPA; and
(f) Have completed training required pursuant to M.G.L. c. 94C, § 18(e).

(2) The Board may, in its discretion, grant an applicant credit towards satisfaction of the baccalaureate degree requirement set forth in 263 CMR 3.02(1)(c) for education received at an institution outside of the United States if the applicant submits proof satisfactory to the Board that such foreign education is substantially equivalent to that provided in a baccalaureate degree program in an institution accredited by the United States Office of Education or otherwise approved by the Board.

3.03: Full License Application

(1) An application for a license as a physician assistant shall be made on a form provided by the Board. The application form shall be filled out completely and shall be accompanied by the following:
(a) An authorization signed by the applicant, which authorizes theNCCPA to release such information as the Board may deem necessary to verify that the applicant has passed the NCCPA certifying examination;
(b) An official transcript, or other official documentation satisfactory to the Board, verifying that the applicant has graduated from a physician assistant training program that was an Approved Program on the date of graduation;
(c) An official transcript, or other official documentation satisfactory to the Board, verifying that the applicant meets the educational requirements specified in 263 CMR 3.02;
(d) Documentation satisfactory to the Board demonstrating completion of training required pursuant to M.G.L. c. 94C, § 18(e);
(e) Any and all additional documentation which may be requested in writing by the Board; and

3.03: continued

(f) A valid form of payment made payable to the Commonwealth of Massachusetts for the amount of any application and license fees, as determined by the Executive Office of Administration and Finance pursuant to M.G.L. c. 7, § 3B, unless waived in accordance with M.G.L. c. 112, § 1B.

(2) All fees submitted in conjunction with an application for license are non-refundable.

3.04: Temporary License

(1) Any individual who graduates from an accredited educational institution, as defined in 263 CMR 3.02, and who has completed a physician assistant training program that was an Approved Program on the date of graduation, but who has not yet passed the NCCPA certifying examination, may obtain a temporary license if:

(a) He or she graduated from an Approved Program not more than two years prior to the date of his or her application for a temporary license;

(b) He or she submits proof satisfactory to the Board that he or she meets all of the requirements for licensure as a physician assistant set forth in 263 CMR 3.02 except for passage of the certifying examination; and

(c) He or she certifies in writing, under the pains and penalties of perjury, that he or she will register for and take the next available NCCPA certifying examination.

(2) In the event that an individual who obtains a temporary license pursuant to 263 CMR 3.04(1) passes the NCCPA certifying examination, his or her temporary license shall remain valid and in effect until such time as the Board has issued a full license to said individual.

(3) In the event that an individual who obtains a temporary license pursuant to 263 CMR 3.04(1) fails the NCCPA certifying examination, his or her temporary license shall remain valid only if the individual submits a new written certification, that he or she has registered to retake the certifying examination within two years of his or her graduation from an Approved Program. Upon submission of such proof to the Board, his or her temporary license shall remain valid until the results of the re-examination are published. In the event that said individual fails the second administration of the certifying examination, he or she shall cease practice as a physician assistant immediately upon receipt of the examination results.

(4) An application for a temporary license as a physician assistant shall be made on a form provided by the Board. The application form shall be filled out completely and shall be accompanied by the following:

(a) An authorization signed by the applicant, which authorizes the NCCPA to release such information as the Board may deem necessary to verify that the applicant has passed the NCCPA certifying examination;

(b) An official transcript, or other official documentation satisfactory to the Board, verifying that the applicant has graduated from a physician assistant training program that was an Approved Program on the date of graduation;

(c) An official transcript, or other official documentation satisfactory to the Board, verifying that the applicant meets the educational requirements specified in 263 CMR 3.02;

(d) Documentation satisfactory to the Board demonstrating completion of training required pursuant to M.G.L. c. 94C, § 18(e);

(e) Any and all additional documentation which may be requested in writing by the Board;

(f) A valid form of payment made payable to the Commonwealth of Massachusetts for the amount of any application and license fees, as determined by the Executive Office of Administration and Finance pursuant to M.G.L. c. 7, § 3B, unless waived in accordance with M.G.L. c. 112 § 1B.

3.05: License Renewal

(1) Each physician assistant shall renew his or her license to practice on or before March 1st of every odd-numbered calendar year. A licensed physician assistant who fails to renew his or her license before the expiration date shall not be authorized to practice until he or she renews his or her license. Such licensee may be subject to disciplinary action by the Board.

3.05: continued

(2) An application for license renewal shall be made on a form provided by the Board. The application form shall be filled out completely and shall be accompanied by a valid form of payment made payable to the Commonwealth of Massachusetts for the amount of any application and license fees, as determined by the Executive Office of Administration and Finance pursuant to M.G.L. c. 7, § 3B, unless waived in accordance with M.G.L.c. 112 § 1B.

(3) A licensed physician assistant must complete a minimum of 100 hours of continuing education (CE) for each license renewal period. The continuing education must include:

(a) at least four hours on the topic of pharmacology or pharmacokinetics;

(b) at least 40 hours in courses or programs which meet the criteria for Category I courses or programs established by the AMA or the American Academy of Physician Assistants (AAPA); and

(c) training required pursuant to M.G.L. c. 94C, § 18(e).

Each licensed physician assistant shall submit proof of CE to the Board upon request.

3.06: Lapse of License

(1) If a licensed physician assistant allows his or her license to lapse, but submits an application for license renewal within two years after the expiration date of his or her license, such license may be reinstated upon submission of:

(a) a completed application for license renewal, as set forth in 263 CMR 3.05;

(b) payment of the renewal fee for all renewal cycles since the date that the application expired and such late fee as may be established by the Executive Office of Administration and Finance pursuant to M.G.L. c. 7, § 3B, unless waived in accordance with M.G.L. c. 112, § 1B (the Valor Act); and

(c) an authorization signed by the applicant, authorizing the NCCPA to provide the Board with such information as the Board deems necessary to verify that the applicant is currently certified by the NCCPA.

(2) If a licensed physician assistant allows his or her license to lapse, and does not attempt to renew it within two years of its expiration date, such license may be reinstated upon submission of:

(a) a completed application for license renewal, as set forth in 263 CMR 3.05;

(b) payment of the renewal fee for all renewal cycles since the date that the application expired and such late fees as may be established by the Executive Office of Administration and Finance pursuant to M.G.L. c. 7, § 3B, unless waived in accordance with M.G.L. c. 112, § 1B (the Valor Act); and

(c) all additional documentation required for an application for initial license, as set forth in 263 CMR 3.03.

3.07: License Retirement

(1) A licensee who meets the eligibility requirements in 263 CMR 3.07(2) may submit a petition to the Board to request that his or her license be placed on retired status. A retired status is a nondisciplinary license status. The Board may review any petition for reinstatement or return to current status from any licensee whose status has been changed to retired status.

(2) A licensee will be eligible to submit a petition for retired status, if her or she:

(a) Has a license that is not surrendered, suspended or revoked at the time of the petition; and

(b) Demonstrates, to the Board's satisfaction, that he or she intends to permanently retire from active practice in the Commonwealth and in all other jurisdictions.

(3) A licensee with a retired status may not practice.

(4) Nothing in 263 CMR 3.07 shall prevent the Board from initiating, pursuing or taking a disciplinary action against a licensee whose license is in retired status, including an action that imposes discipline or changes the license status from retired to revoked or suspended, if the Board determines that such action is in the best interests of public health, safety or welfare.

3.08: Domestic Violence and Sexual Violence Training

(1) Pursuant to M.G.L. c. 112, § 264, applicants and licensees shall participate in domestic violence and sexual violence training as a condition for licensure, renewal, or reinstatement of licensure.

(2) The Board, in consultation with the Department of Public Health, will identify programs or courses of study that meet the standards required by 263 CMR 3.08 and provide its licensees with a list of such programs or courses.

(3) An applicant for renewal, revival or reinstatement of licensure who has previously completed a program or course approved by the Board shall not be required to participate in a subsequent program or course of domestic violence and sexual violence training except where the Board, in its discretion, requires completion of such a program or course as a condition of renewal, revival or reinstatement of licensure.

3.09: Applicant and Licensee Reporting of Status Changes

It is the responsibility of the applicant or registrant to notify the Board in writing of any of the following events within 30 days of their occurrence:

(1) Any change in the address of the applicant or registrant;

(2) Any change in the identity of the applicant or registrant's employer, or in the employment status of the applicant or registrant;

(3) Any change in the identity or address of the registered physician supervising the practice of the applicant or registrant; or

(4) The permanent departure of the applicant or registrant from the Commonwealth of Massachusetts.

3.10: Legally Protected Health Care Activity

No person shall be denied initial licensure or denied renewal due to any complaint, criminal charge, conviction, judgment, discipline, or other sanction due to providing or assisting in providing reproductive health care services or gender-affirming health care services, as defined at M.G.L. c. 12, § 11I½ , so long as the services provided would have been lawful in Massachusetts and are consistent with standards for good professional practice in Massachusetts.

REGULATORY AUTHORITY

263 CMR 3.00: M.G.L. c. 112, §§ 9F, 9I, 9K and 264.