

# Application to the Medical Board of California for Initial Medical Licensure

## Step-by-Step Guide for Out of State Residents

**NOTE:** The following guide applies to U.S., Canadian, and international medical school graduate **who has completed prior training outside of California:**

- California requires that graduates of medical schools in the United States or Canada, complete **12 months** or international medical graduates complete **24 months** of ACGME, RCPSC, and/or CFPC accredited postgraduate training to qualify for the CA medical license.
- Upon renewing your initial license, you must show proof of completing 36 months of postgraduate training and must consist of at least **24-continuous months of training within the same program** of ACGME, RCPSC, and/or CFPC accredited postgraduate training .

## DO NOT DELAY!

- Anyone who is currently completing ACGME training outside of California and will qualify for the medical license before/after beginning an ACGME training program in California has **90 days** to obtain a full, unrestricted CA medical license to practice medicine.
- Anyone who has previously completed 36 or more months of ACGME training outside of California must obtain a full, unrestricted CA medical license within **90 days** of starting an ACGME training program in California.
- Individuals may not train at Loma Linda programs using out of state medical licenses.
- You can only obtain a DEA certificate once your California Medical License is issued. The sooner your license is issued, the sooner you can obtain your DEA certificate, and the sooner you can write orders.

\* Your third year of ACGME training does not necessarily equate to PGY-3. For example, an individual completing 3 years of internal medicine residency outside of California in 2022 and then starts anesthesiology at Loma Linda as a PGY-1 in 2023

## STEP A

### [Physician and Surgeon License Application Checklist](#)

If you have not done so already, submit the following documents **directly to the MBC** as soon as possible:

- A. Application for Physician and Surgeon License submit online on [BreeZe](#).
- B. [Live Scan Fingerprinting Form](#)
- C. Certificate of Medical Education ([Form MED](#))
- D. Official Medical School Transcript

- E. Certified (by your medical school) Diploma
- F. Certificate of Completion of ACGME/RCPSC/CFPC Postgraduate Training ([Form PTA/B](#))
- G. Current Postgraduate Training Verification Form ([Form CTV](#), if applicable)
- H. Curriculum Vitae signed and dated or Timeline of Activities ([Form TOA](#))
- I. [ECFMG Certification Status Report](#) (IMG's only)

**Do not submit these documents to the GME office.** As you are currently completing between 12-36 months of ACGME training or have already completed more than 36 months year of ACGME training, it is imperative that your application is submitted directly to the MBC as soon as possible.

Pay the initial license fee of **\$1130.50** (payable to *MBC*) directly to the MBC by credit card online on [BreeZe](#).

## Application

**Submit Application Online:** Register for [BreeZe](#) Online Services. Make sure to:

1. Answer the application questions.
2. Pay the application fee.
3. Explanation to Application Question (Form EXP), if applicable.
4. Attach Timeline of Activities (Form TOA), if applicable.
5. Copy of completed Live Scan Form, if completed.

Please Note:

- Personal Information Section: Your address of record is public record. As a safety precaution, please use your department's address—**DO NOT use your home address!** Be sure to check the mail at your department address!
- Personal Information Section: Be sure to enter an email address you check frequently for correspondences from the Board.
- Practice Impairment or Limitations Section: Please consult with GME Office if you are unsure how to answer.
- 2x2 photo and notarization of application are **NO LONGER REQUIRED**

## Live Scan Fingerprints

Applicants can only complete Live scan if they are **physically** in California. The Live Scan fingerprinting form can be downloaded [here](#). Live scan locations can be found [online](#) at the Attorney General website. Submit one copy of the completed live scan form to the MBC along with your application.

Applicants residing outside of California must submit two completed fingerprint cards. You need to request fingerprint cards from the Board by calling 916-263-2382 or emailing them at [Licensing.Questions@mbc.ca.gov](mailto:Licensing.Questions@mbc.ca.gov).

## Form MED/Transcript/Diploma

- **Form MED:** Complete the top portion of the form and mail, e-mail, or fax to your medical school. If you're not sure who to contact, start with the Registrar's Office.
- **Certified Diploma & Transcript:** Request your medical school to send the completed Form MED directly to the MBC along with:
  - **Official** copy of your e-transcript
  - **Certified** copy of your diploma.
- Double check that the electronic documents are from an acceptable [third party service](#).

## Forms PTA/B and CTV

- **Form PTA/B** must be completed for each year of postgraduate training (internship, residency, and fellowship) completed, whether or not the entire residency was completed. Complete the personal data at the top of the form and email or fax to your former training program(s). Request that they send the completed forms directly to the MBC.
- **Form CTV** certifies that you are still in training at the time of applying and qualify for the reduced license fee. Complete the personal data at the top of the form and submit to your current training program. Request that they send the completed form directly to the MBC.

## STEP B

- Submit an [online request](#) to have your official USMLE scores (Step 1, Step 2 CK, Step 3) sent directly to the MBC.
- Wait until you have passed all 3 parts, then request the transcript, but...
- Do not wait to initiate the license application process if you have not sat for USMLE 3. Apply now and send the scores later.

## Application Status

You can check the status of your application [online](#) using the BreeZe Online Services, call 916-263-2382, or [email](#) the Board.

[Applicant Checklist](#) | [FAQs](#) | [Processing Times](#)