

TMB LICENSURE REQUIREMENTS

This is an informal summary of the Texas Medical Board's process for licensure. Please note that requirements change, so be sure to check the TMB's website for accurate information. (<http://www.tmb.state.tx.us/page/licensing-acupuncture-overview>)

TMB Acupuncture Licensure Application - This application initiates the licensure process. It is completed on the TMB website, will take approximately 20 minutes and costs \$320. An eligibility checklist can be found here: <http://www.tmb.state.tx.us/page/acupuncture-eligibility-checklist>. Note: this application can be submitted before you complete your boards and the Juris Prudence exam. It is recommended you start this application several months before you intend to be licensed. Once the application is processed, you will receive an email with the outstanding requirements. Save this email!

The following items will be required (All forms obtained from <http://www.tmb.state.tx.us/docs/forms>):

- Form D - Dean's Certification** - Complete the top half of the form, then submit to the AOMA registrar near graduation. Requires official passport sized photograph.
- Pre-Acupuncture Transcripts** - All transcripts from prior collegiate level education must be submitted. You can obtain official transcripts by requesting them directly from your former institutions. Ensure that these are "official transcripts" and **do not open them**. You will submit these to TMB with your application. (\$15+)
- Acupuncture School Transcripts** - The AOMA registrar will send your transcripts directly to TMB, once you have graduated and requested so. If you are a transfer student, you must request your previous school's transcripts to be sent directly to the TMB.
- Diploma** - Diplomas will be automatically ordered by the AOMA registrar once all graduation requirements have been fulfilled. The registrar will send a copy to TMB directly, at your request.
- NCCAOM Scores** - Request for NCCAOM to send your board examination scores to the TMB directly. Complete form and fax to NCCAOM. (\$35)
- CCAOM CNT Verification** - Complete two forms - one sent to TMB, another sent to NCCAOM. Do this as soon as you begin the licensure process, as your CNT certification is already complete. (\$10 each)
- Evaluations (Form-L Acupuncture)** - Submit this form to the registrar within several weeks of graduation. Registrar will send to TMB.
- NPDB/HIPDB Report** - Go to www.npdb.hrsa.gov and complete the National Practitioner Data Bank self-query. You will submit the hard copy (received via mail) or printed PDF to the TMB.
- DPS/FBI Fingerprinting** - Via the TMB website, you will schedule an appointment with Morpho Trust for digital fingerprinting. Morpho Trust vendor will submit your fingerprints to the TMB directly. The "Fast Pass" form is no longer required. Save your receipt. (\$41)
- Proof of Age** - A photocopy of a passport or Birth Certificate. You will submit this to the TMB yourself.
- Texas Juris Prudence Exam** - You will receive a Juris Prudence scheduling permit via mail, after you have initiated your TMB licensure application. *Save this document!* You must call Pearson Vue to schedule this exam. Pearson Vue will require your Scheduling Permit when you arrive for the exam.
- TL Affidavit (optional)** - To be completed should you choose to request a temporary license. Complete form and submit to TMB yourself.
- Receipt of Temporary License Fee (optional)** - Should you seek a temporary license, a payment of \$107 is required via personal check, cashier's check, or money order. Be sure to check the website to confirm exact fee amount. Submit this completed payment with your application to the TMB. (\$107)