

RENEWING OF LIMITED LICENSES FOR CURRENT RESIDENTS

YOU MUST APPLY ONLINE no later than April 1, of each academic year

All UMMS Residents and Fellows who are continuing in their training program within UMass beyond June 30, 2010 **must** log into the MA Board of Registration website and complete a renewal Limited License Application by **April 1, 2010**. The web address is <http://www.massmedboard.org/trainingfacility/>.

The Office of Graduate Medical Education (GME) will reimburse the \$100 registration fee for limited license only.

This process should take you about ten minutes to apply online. If you answered **yes** due to a slight extension period for MLOA/FMLA, etc., check with us on the date to which you are extending and place that exact information into the reason for extension. We have already notified the Board and GME about the people who are extending so that licensure dates are accurate.

On some slight chance that the date is incorrect, we will contact the Board to rectify the date. Remember, you only answer the extension question if you have already extended your time since your last renewal. Otherwise your answer should be **no**.

Some things to remember as you complete the on-line application:

- These questions refer to the period since you signed your last application, not since your renewal license was actually issued.
- If you are not in good standing and/or have been subject to past or pending disciplinary action, your program director must complete an evaluation and you and your program director must write a letter of explanation. (Please call GME.)
- If you have answered **yes** to any of the questions, you will receive further instructions.

If you answered **no** to all questions, you should be issued a Limited License renewal within 24/48 hours. The main residency office will check license status on-line frequently for approvals. We will then send a copy to you electronically.

- Maternity Leave is considered a Leave of Absence and should be noted as a **yes** to the question on Leave of Absence.
- Regarding the question on licenses in other states, list only new licenses that are in other states. There is no need to list MA.
- If you answered **yes** to any questions, or if your program director reports that you have been subject to disciplinary action, your program director must complete an evaluation.
- If you are leaving UMass, please let GME know if you are planning to obtain a limited license in a new hospital or if you are applying for a full license so that we may forward the necessary info to your new employer.

Questions? Please contact Tamara Cullen at Tamara.Cullen@umassmemorial.org or 508-334-6109.