

Evaluations Required for Applicants Disclosing Incidents Involving Domestic Violence

POLICY: It is the policy of the Board of Licensure in Medicine that any applicant for licensure or re-licensure who discloses being charged, summonsed, indicted, arrested or convicted of any crime related to domestic violence within 5 years prior to application undergoes an evaluation by an individual approved by the Board.

PROCEDURES:

1. When an applicant for licensure or re-licensure discloses being charged, summonsed, indicted, arrested or convicted of any crime related to domestic violence within 5 years prior to application, the licensing staff specialist will:
 - a) Instruct the applicant to provide a full explanation of the circumstances surrounding the incident;
 - b) Instruct the applicant to provide copies of all police investigative reports and court documents relating to the incident;
 - c) In the event that there is any question regarding the accuracy, authenticity or completeness of the police investigative reports and court documents relating to the incident provided by the applicant, the staff may request the Office of Attorney General to obtain copies of all relevant documents;
 - d) Advise the applicant that the application will not be further processed until receipt of all police investigative reports and court documents relating to the incident are provided to the Board;
 - e) Inform the applicant that she/he will be required to undergo an evaluation, and that failure to undergo the evaluation may result in the preliminary denial of licensure or re-licensure. If the applicant is currently receiving treatment, the Board may consider a recently completed evaluation in lieu of a new evaluation.
2. Upon receipt of all requested information, Board staff will contact an evaluator approved by the Board, and provide the evaluator with a copy of all pertinent application materials.
3. Board staff will instruct the applicant to contact the evaluator and schedule the evaluation, and that failure to do so may result in the preliminary denial of licensure or re-licensure.
4. Upon receipt of the written report of the evaluator, the application materials and evaluation shall be presented to the Board for review.

EFFECTIVE DATE: December 13, 2016

REVISION DATE: January 14, 2025

HISTORY: The January 14, 2025, revision removed references to the licensure committee.