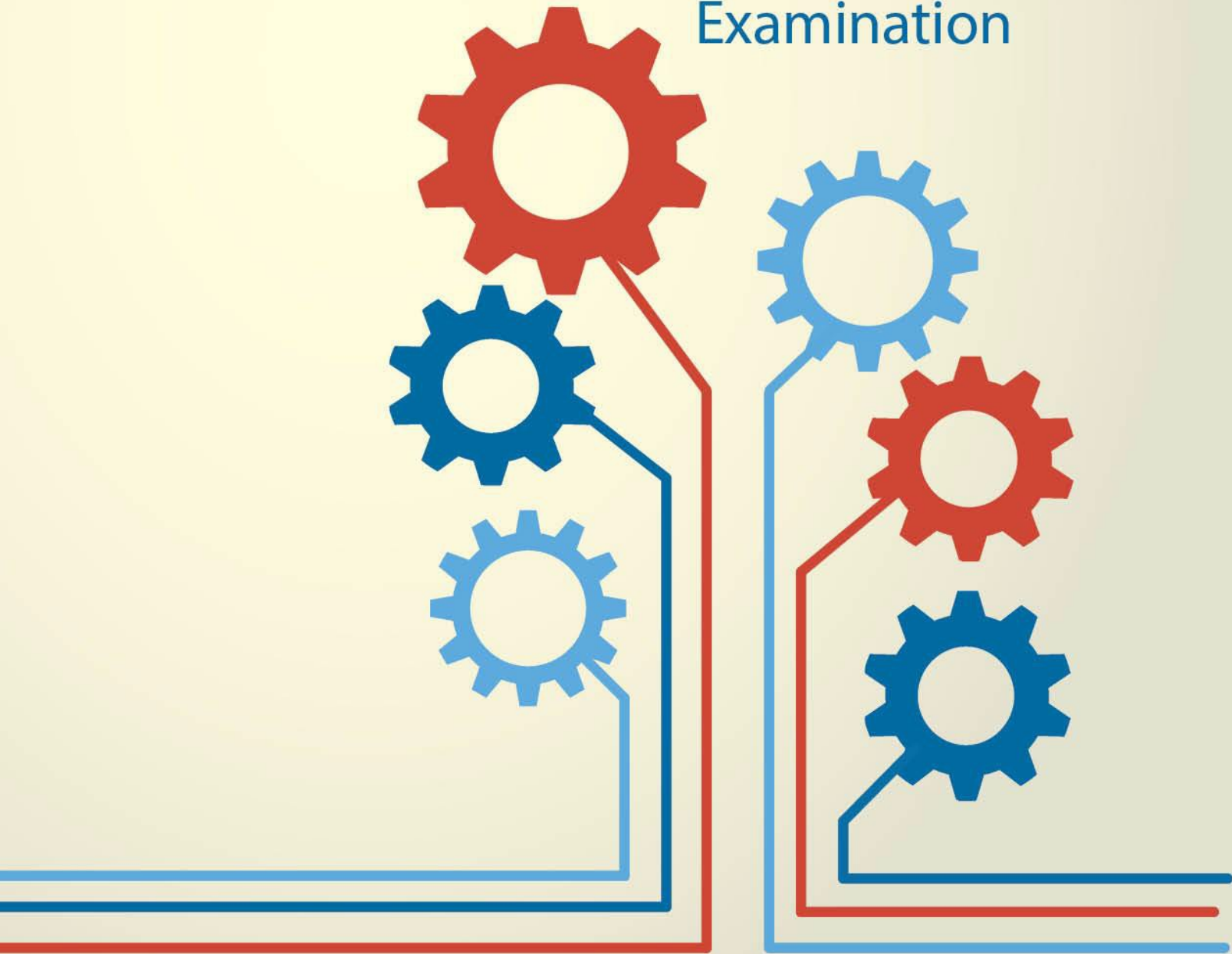


# Military Spouse Licensure Portability Examination



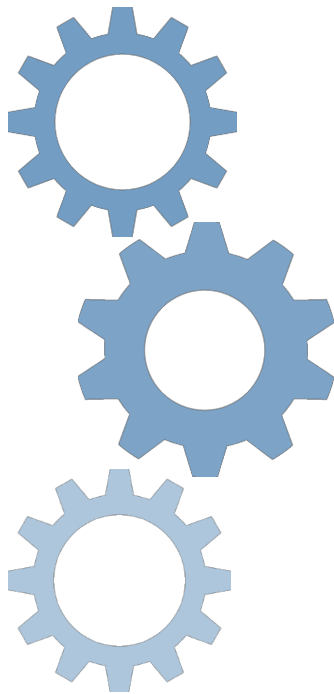
November 2017

## Submitted by:

The Center for Research and Outreach (REACH)  
The University of Minnesota

The Center for Research and Outreach (REACH) at the University of Minnesota supports the DoD-USDA Partnership for Military Families, utilizes a multi-disciplinary approach integrating both Research and Outreach to support those who work with and on behalf of military families. REACH provides empirical research that identifies and addresses key issues impacting military families and the programs that serve them.

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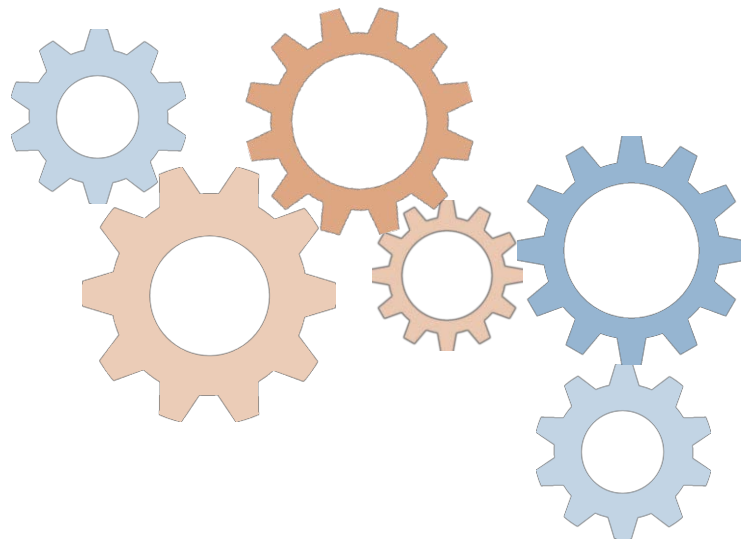


Developed in collaboration with the Department of Defense's Office of Family Policy, the National Institute of Food and Agriculture, and the U.S. Department of Agriculture under The University of Minnesota Award No. 2016-48788-25895.

# Military Spouse Licensure Portability Examination

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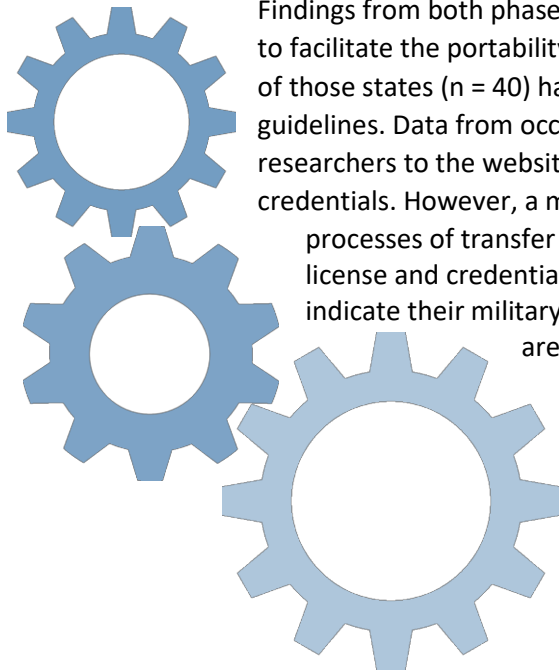
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## Executive Summary

The well-being of military spouses can significantly impact Service members. Moreover, military spouses' well-being is influenced by several factors, such as their career options and mobility of employment. Since many military spouses work in careers that require licenses or credentials, it is important to understand how they can maintain their licensure as they navigate the many changes (e.g., multiple relocations) military families experience. To facilitate the transfer of licenses and credentials for military spouses, the Department of Defense (DoD) proposed three best practices guidelines to encourage states to facilitate licensure by endorsement, temporary or provisional licensing, and expedited application processes. To increase understanding of how these guidelines have been implemented across the United States, the DoD developed the Military Spouse Licensure Portability Examination (MSLPE) project. The Center for Research and Outreach at the University of Minnesota worked in collaboration with the Defense State Liaison Office (DSLO) on two main MSLPE project goals: review current state legislation on the portability of licenses and credentials for military spouses and interview six occupational boards in each state to assess how these best practices are implemented.

To achieve the project's goals there were two phases. During the first phase, the Center for Research and Outreach research team reviewed enacted state legislation that could apply to military spouse licensure portability. This legislation was examined in order to determine how each state addressed the best practices guidelines compiled by the DoD from their work with states. During the second phase, six occupational boards were contacted either via telephone or email to inquire about the process specific to military spouses who are new residents and fully licensed in their previous jurisdiction. The second phase also included a detailed review of occupational board websites and supplemental information (e.g., license applications).



Findings from both phases indicate that most states (n = 48) have enacted legislation to facilitate the portability of licenses and credentials for military spouses and most of those states (n = 40) have implemented at least two of the best practices guidelines. Data from occupational board staff interviews revealed that staff directed researchers to the website to find answers to questions about transfer of licenses and credentials. However, a majority of the websites did not contain information about processes of transfer specific for military spouses, and most applications for license and credential transfers did not contain questions that allowed spouses to indicate their military status. Based on the project's findings, recommendations are offered that center around continued advocacy for military spouse licensure portability at state level; collaboration with lawmakers to encourage the inclusion of all three best practices; and training of occupational board staff to increase their knowledge of state legislation regarding military spouse licensure portability.

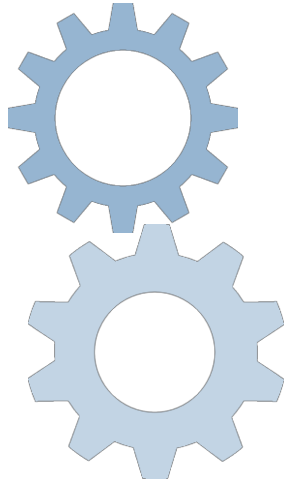
## Military Spouse Licensure Portability Examination

Healthy family adjustment and functioning contribute significantly to military operational readiness of Service members (Schneider & Martin, 2000). Moreover, the adjustment and functioning of military families is often influenced by the well-being of military spouses (Green, Nurius, & Lester, 2013). Given the impact of the well-being of military spouses on overall family functioning, it is important to identify what influences spouses' well-being. An area that is often identified as a stressor for military spouses that can impact their well-being is experiences with employment (Castaneda & Harrell, 2008). For example, during a permanent change of station, military spouses experience considerable changes in multiple areas of their lives without much time to prepare. They can experience alterations within their family, their partners' military careers, and their own careers. For the 50 percent of military spouses who work in careers that require state licensure or credentials, it may be difficult to acquire licensure or credentials that will allow them to pursue their career in a new state (Maury & Stone, 2014). Over 40 percent of these military spouses have had difficulty with portability of licensure or credentials after a permanent change of station, which has been identified as a factor that contributes to employment gaps and underemployment within military families (Maury & Stone, 2014). Gaps in employment and underemployment lead to additional stress and financial strain that could also impact military spouses' health and well-being (Lim & Schulker, 2010) as well as Service members' military readiness (Segal, Lane, & Fisher, 2015). Successful legislation that facilitates the portability of military spouse licensure and credentials can offer military spouses the opportunity to maintain employment during geographic relocations and mitigate financial stress for military families (Kersey, 2013). Therefore, it is essential to gain a deeper understanding of the legislation that governs the portability of military spouse licensure and credentials in each state and how that legislation is implemented.

### Current Project

To increase support for military families who relocate due to official military orders, the Department of Defense (DoD) submitted, *Supporting our Military Families: Best Practices for Streamlining Occupational Licensing Across State Lines*, that identifies three best practice guidelines each state could implement to ease the transfer of licenses and certificates for spouses of Active Duty Service members. These best practices consist of recommendations to facilitate license transfer by encouraging states to offer licensure by three types of transfer options: endorsement, temporary or provisional licensing, and expedited application processes (Department of Defense, 2012). Licensure by endorsement refers to occupational boards not requiring an examination for military spouses to transfer their licenses. Spouses are eligible for licensure by endorsement if they currently possess a license from a previous jurisdiction with similar requirements as the board's requirements in the current jurisdiction. Guidelines on temporary or provisional licensure are to grant spouses permission to practice in the current jurisdiction while they submit supplemental application materials and/or meet additional requirements. Expedited application processes allow spouses' applications to be prioritized so that they may begin employment as soon as possible after they submit their completed applications (Department of Defense, 2012).





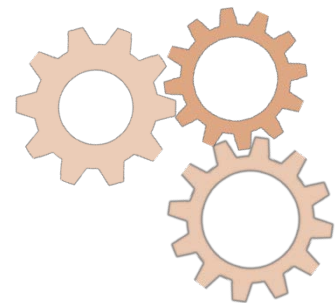
After five years of states enacting legislation to address the best practices for military spouse license portability, there is a need to review legislation and survey occupational boards to better assess the extent to which the best practices guidelines are being met in each state. Although there is variability as to how licensing agencies manage transfers of licenses or credentials for military spouses (e.g., Tex. Occ. Laws ch. 55 §001-009, 2015), it remains unclear how licensing and credentialing boards implement the legislation and what information and support are available to military spouses to ensure the transfer of licenses or credentials is completed in a timely and efficient manner.

To facilitate the understanding of how the guidelines have been implemented, the DoD developed the Military Spouse Licensure Portability Examination (MSLPE) project. The Center for Research and Outreach at the University of Minnesota worked in collaboration with the Defense State Liaison Office (DSLO) to meet the project's overarching goal of determining the strength and effectiveness of states' legislation in removing impediments to the portability of licensure and credentials for military spouses experiencing geographic relocation. From this broad goal, smaller goals and objectives were identified to execute the grant.

### Goals and Objectives

The primary goal of this project is to collect and synthesize pertinent data on current legislation and practices of state-level occupational boards regarding licensure portability for military spouses. A secondary goal is to offer recommendations based on the collected data that can be applied to state, regional, and national efforts to ease the transfer of military spouses' licenses and certifications. To meet this goal, there were three objectives that guided the direction and activities: examine the current legislation in each state that applies to military spouse licensure portability; collect data from occupational boards as to how the legislation is implemented; and offer recommendations based on these findings. To accomplish these objectives, there were two phases.

During the first phase, the state legislation regarding military spouse licensure portability from all 50 states and Washington D.C. was reviewed. During the second phase, data from occupational staff interviews, websites, and other sources were collected to identify the process for transferring out-of-state licenses and credentials for military spouses. As determined by the DoD, the following occupational boards were contacted: Cosmetology, Dental Hygiene, Massage Therapy, Mental Health Counseling, Occupational Therapy, and Real Estate Commission.



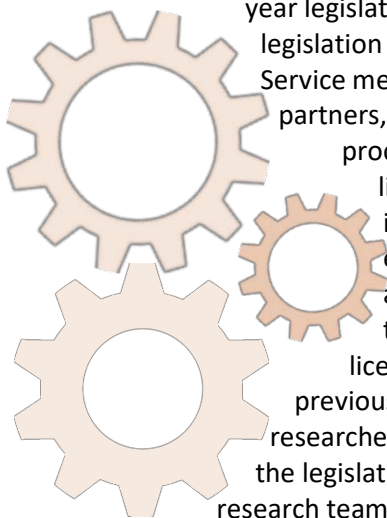
The DoD selected these six occupations by excluding those with considerations impacting the review of the implementation of changes in law and then selecting those identified as having increased applicability for military spouses. Occupations were excluded from the review process if there were other initiatives that impacted license portability (such as compacts for nursing and physical therapists) or if there were no improvements made in law that would have required implementation (such as teacher certification). Occupations were selected from the remaining potential list of candidates if the occupation was listed by a number of sources as being an occupation with growing market potential or increased applicability for military spouses (to include military spouses pursuing academic qualifications

in the occupation through the DoD My Career Advancement Account). In order to collect comprehensive and accurate data, thorough procedures were developed to facilitate systematic review of legislation, scripted calls with occupational boards, and detailed reviews of occupational board websites.

## Methods

To address the aforementioned objectives of the MSLPE project, the Center for Research and Outreach's research team conducted every facet of the research activities. Each phase of the project had a different focus that was accompanied by a different set of methods and procedures.

**Phase One.** During the first phase of the project (November 2016 to January 2017), two research scientists separately reviewed enacted state legislation that could apply to military spouse licensure portability. This legislation included states that created new legislation specifically aimed at military spouses and states with existing legislation about transferring licenses and credentials for new residents. State legislation was examined in order to determine how each state addressed the identified best practices guidelines, either with legislation prior to or since these best practices guidelines. Specifically, two research scientist separately reviewed legislation to assess and code the following variables: (1) year legislation was enacted; (2) spouses' Service members' status to benefit from the legislation (e.g., Active Duty, National Guard or Reserves, Veterans, or deceased Service member); (3) definition of type of legal union (e.g., married, domestic partners, etc.) needed to benefit from license portability accommodations; (4) process of transfer (e.g., transfer of license via endorsement, temporary license, and/or expedited procedures); (5) requirements of supplemental information with application (e.g., background check, continuing education requirements); (6) timeline of temporary license, as applicable; (7) length of time spouses have to benefit from the bill from the time of relocation (e.g., 30 days, six months, etc.); and (8) temporary license granted by new state or spouses allowed to practice occupation with previous state's license, if applicable. Upon reviewing each state separately, the researchers discussed their findings together to ensure they interpreted and coded the legislation similarly. When differences occurred, these were discussed by the research team and a representative from the DSLO to resolve the discrepant codes. Also during Phase One, the Military Officers Association of America (MOAA) was contacted to better understand what the organization has identified as concerns of military spouses regarding portability of licenses and credentials.



The in-depth reviews of state legislation and informal interview with a representative from MOAA allowed the research team to better understand the details of the legislation and concerns of military spouses regarding employment, respectively. Furthermore, these data were used as a basis to generate questions for occupational board staff for the second phase of the project.

**Phase Two.** During the second phase of the project (April to June 2017), the first step was an initial thorough review of occupational boards' websites and supplemental materials (e.g., online applications) of each state and Washington D.C. This review yielded important information about each board's rules and regulations related to portability of licenses and credentials. The second step involved contacting each board either via telephone or email to inquire about the process to transfer licenses or credentials

specific to military spouses who are new residents and fully licensed in their previous jurisdiction. The research team reviewed the websites and supplemental materials and conducted the interviews. Each researcher was trained on a pre-approved script that was used when contacting boards (see Appendix A for script used for phone calls and emails) and all states and the District of Columbia were contacted.

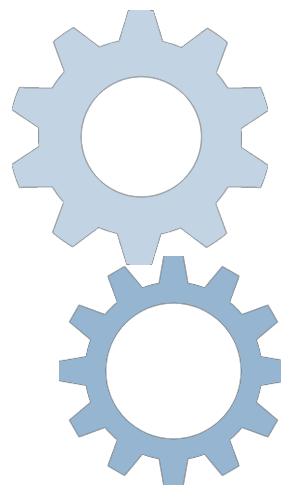
## Results

As expected, there were numerous notable findings from the reviews of state legislation and the interviews with staff at occupational boards. In the following sections, trends and patterns are presented to help inform stakeholders (e.g., military personnel, legislators, service organizations) of rules and policies related to military spouse licensure portability. In addition, a brief summary of each occupational board's process of transferring licenses and credentials are located in the appendix of this report (see Appendix B).

**Interview with MOAA representative.** Military spouses often consult with MOAA for resources and information about advocacy and efforts that may improve their lives. When military spouses encounter issues with transferring their professional licenses to different states, MOAA often encourages them to do their own research on what the process of transfer is in their new state. Further, MOAA recommends that spouses reference the legislation on military spouse portability of licensure when inquiring about their new state's requirements. According to MOAA, many spouses have reported that state occupational boards are not aware of the legislation or interpret the legislation very conservatively, such as not allowing for substitutions of requirements (e.g., substituting work experience for education requirements) needed in applications for license transfers. MOAA indicated that it can be burdensome for spouses who have to do their own research and advocate for themselves to transfer their licenses to a new state. Further, MOAA indicates that many spouses maintain licenses from previous states because they are concerned that their family may be moved to a state where they already lived and they do not want their previous licenses to expire. Important advice from MOAA for military spouses who will be transferring their licenses secondary to a PCS is: request and maintain multiple copies of all information (e.g., college transcripts, documentation of supervised hours) in case there will be multiple upcoming moves.

**Legislation.** Reviews of state legislation were conducted over three months and served as the basis for many of the questions posed during the interviews with staff at occupational boards. Of note, Connecticut, Iowa, Montana, Pennsylvania, and Washington D.C. do not have any enacted legislation that is specific to portability of licensure for military spouses. However, Connecticut and Montana have enacted general legislation that is consistent with one of the three and all three of the best practice guidelines, respectively. Iowa, Pennsylvania, and Washington D.C. have policies about transfers of licenses and credentials that are determined by occupational boards. Further descriptions regarding these distinctions can be found in the state report summaries (Appendix B). The following is a summary of findings from the state legislation reviews:

- About half of the states (including Washington D.C.; n = 24) have legislation specific to military spouses that encompasses all three of the best practices guidelines (i.e., licensure by endorsement, temporary licenses, and expedited licenses): Alabama, Arkansas,





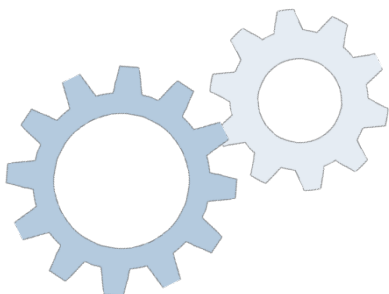
California, Colorado, Georgia, Hawaii, Idaho, Indiana, Kansas, Kentucky, Louisiana, Maine, Massachusetts, Montana, North Dakota, Oklahoma, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Vermont, Virginia and Washington.

- Approximately a quarter of the states (n = 16) have legislation that proposes two of the best practices guidelines for military spouses portability: endorsement and temporary – Delaware, Florida, Mississippi, New Jersey, North Carolina, Ohio, Oregon, Wisconsin, and Wyoming; temporary and expedited – Alaska, Illinois, Maryland, Minnesota, New York, and West Virginia; and endorsement and expedited - New Mexico.
- A minority of states (n = 8) have legislation that proposes one of the best practices guidelines for military spouses portability: endorsement – Arizona, Connecticut, Nevada, New Hampshire, and Utah; and temporary - Michigan, Missouri and Nebraska.
- Legislation in California and Oregon include domestic partners as eligible to benefit from bills regarding military spouse licensure portability.
- Most state legislation specify that military spouses must submit proof of Service members' military status in order for spouses to benefit from the bill. State legislation from the following states also include spouses of Veterans and/or deceased Service members as eligible to benefit from bills regarding military spouse licensure portability: Arkansas, Colorado, Kansas, Maine, Maryland, New Mexico, and Vermont.

Even though all states and Washington D.C. have legislation or occupational board policies that support new residents' portability of occupational licenses and credentials from previous states and jurisdictions, most states (n = 48) have also enacted legislation specific for military spouses. Furthermore, over half of the states with enacted legislation (n = 40) have included at least two of the best practice guidelines to lessen or remove impediments for spouses.

Among the 46 states that have enacted legislation specific to military spouse licensure portability, there is a diverse range of language used to describe how occupational boards are either required or encouraged to facilitate portability of licenses and credentials for spouses. The wording of legislation is crucial and has implications not only for the occupational boards' rules regarding portability, but the experiences of military spouses. One phrase that was frequently observed during the review of state legislation is "substantially equivalent" when describing education requirements military spouses need to transfer their licenses. Although using this phrase allows each board to determine the necessary requirements to meet before issuing licenses, due to its ambiguity, the phrase is also likely to lead to a lack of clarity for military spouses about the experience or information they must possess.

Another common use of language among state legislation is the use of "shall" or "may" to describe the extent to which occupational boards are directed to remove barriers for military spouses. Legislation in most states (n = 35) use "shall" or "must" in describing how occupational boards should facilitate licensure portability, while seven states use "may" and four states use both "shall" and "may." Examples of the variability of language include legislation from Nebraska, which indicates occupational boards *shall* issue temporary licenses while legislation in Alaska indicates boards *shall* expedite the issuance of licenses, but *may* issue temporary licenses. The wide variability in language among the states may have contributed to the considerable range of processes of transfer for spouses relocating to various states.



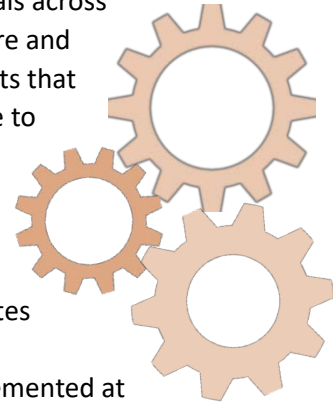
**Interviews.** Interviews of staff at occupational boards (Cosmetology, Dental Hygiene, Massage Therapy, Mental Health Counseling, Occupational Therapy, and Real Estate Commission) were conducted over three months. Six occupational boards were contacted in 50 states and Washington D.C., totaling 306 initial contacts (via telephone and email) to boards around the country. Although staff at most boards were able to be contacted during the initial phone call or email correspondence, 44% of boards (n = 135) were not accessible on the first attempt and required at least one follow-up attempt. Out of 306 occupational boards, three boards never returned phone calls or emails for an interview: Mental Health Counseling Board in Oklahoma and the Dentistry and Cosmetology Boards in Washington D.C. The following is a list of notable observations from the data collected from occupational board staff, websites, and other supplemental materials (see Appendix B for each state report):

- Occupational board staff routinely directed researchers to the website at the onset of the phone call or in response to emails for researchers to find answers to their interview questions.
- All occupational boards had information about obtaining a license on the website; however, only about 40% had information specific to military spouse license and credential portability.
- There was a wide variation among which occupational board staff answered interview questions. For many occupational boards, the customer service representative who answered the board's phone calls indicated they could provide answers about the process for military spouses to transfer their licenses; while at other boards the phone calls or emails were forwarded to licensing or credentialing specialists, supervisors/managers, or board directors to answer questions.
- As expected, licensing or credentialing specialists, supervisors/managers, and board directors were frequently aware of their state's legislation regarding military spouse licensure portability. Customer service representatives were most often not aware of the legislation specific to military spouses.
- Cosmetology boards had the fewest requirements to transfer licenses from another state in that they usually only required proof of a previous license and proof of schooling and/or a minimum number of hours in training. Cosmetology boards typically do not require state-specific exams and had the shortest period of time between submitting a completed application and issuing a license.
- Real Estate Commissions had the most requirements to transfer licenses from another state in that they did not typically accept reciprocal licenses and most states require completion of state-specific pre-licensing coursework as well as a state jurisprudence exam.
- Most occupational board websites and staff did not indicate how military spouses should identify themselves in order to benefit from accommodations to their license applications. However, numerous staff stated that they believed spouses would call the board as the primary way to identify themselves. Few boards had applications (electronic or paper) where spouses could indicate their military status. Therefore, many occupational boards may not be aware of how many military spouses apply for licensure.

Occupational board staff interviews revealed several common procedures (e.g., staff routinely referenced their board's website and customer service representatives were often the staff to answer interview questions), but also a wide variability of licensure requirements that military spouses will likely encounter as they relocate to different states. The data that were gathered from the review of state legislation and the staff interviews have important implications for future policies and programs that could support military spouse licensure portability.

## Conclusions and Recommendations

Licensure and credential portability is a national issue for many professionals across numerous disciplines (e.g., Kels & Kels, 2013). For military spouses, licensure and credential portability continues to be a concern because of the impediments that exist as spouses attempt to reengage in employment after a relocation due to military orders (Department of Defense, 2012). In order to determine if best practices guidelines identified by the DoD have been addressed by states across the country, the Center for Research and Outreach assessed the current state legislation and occupational boards' practices. Notable findings from the review of state legislation indicate that most states (n = 46) have enacted legislation to facilitate the portability of licenses and credentials for military spouses and half of those states (n = 24) have implemented at least two of the best practices guidelines. Moreover, findings from the interviews of occupational board staff revealed that most staff directed researchers to the website to find answers to questions about transfer of licenses and credentials. However, a majority of the websites did not contain information about processes of transfer specific to military spouses. Further, most applications for license and credential transfers did not contain questions that allowed spouses to indicate their military status. There are several recommendations based on the findings presented in this report. Recommendations that are specific to occupational boards in each state are offered in the individual state reports (see Appendix B).



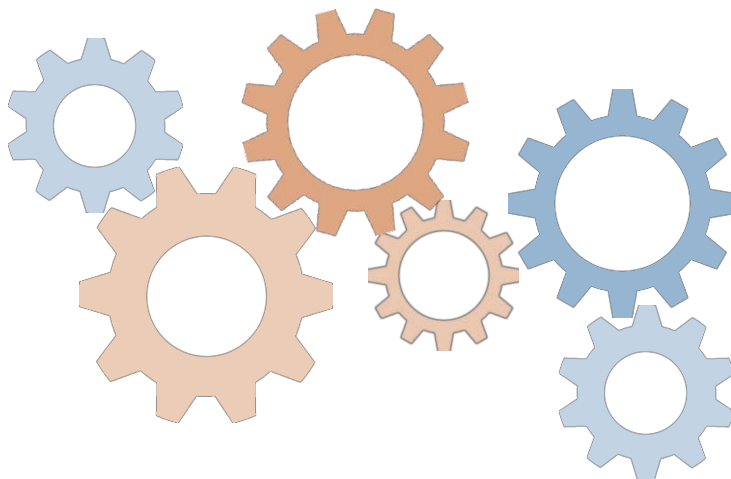
Future efforts to improve programs and policies could:

- Collaborate with occupational boards to prominently display information about accommodations for military spouses who are transferring their licenses and credentials due to relocations. For example, request that all occupational board websites contain a link to the legislation on portability of licensure for military spouses. The link on the website will increase exposure and accessibility of this information for staff as well as military families.
- Broadly disseminate education materials to help occupational board staff improve their understanding of state legislation regarding portability of military spouse licensure and their ability to support military spouses during the application process. Whenever possible encourage occupational boards to identify a specific staff member who can serve as a point of contact for military spouses.
- Encourage occupational board executive directors to include questions that inquire about military status on all licensure applications, electronic or paper, especially for applications to transfer licenses and credentials from another jurisdiction.
- Continue to advocate, including in collaboration with MOAA and other national military service organizations, for military spouses who maintain licenses in previous states by encouraging accommodations in continuing education requirements to facilitate their ability to maintain active licenses.
- Develop trainings for professionals who work with military families on the best practices guidelines for military spouse licensure portability, the relevant legislation that has been enacted, and ways to support spouses who are transferring their occupational licenses or credentials.

- Collaborate with occupational licensing boards to collect annual data regarding the number of military spouses that utilize different process of transfer (endorsement, temporary licenses, and expedited licenses).
- Advocate for inclusion of all three best practices guidelines among state legislation that addresses two or fewer guidelines.
- Continue to support lawmakers who are introducing bills in states that have not yet enacted specific legislation that addresses the portability of licensure for military spouses.

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## Appendix A - Script for Interviews with Occupational Boards

### **Introduction**

Hello, my name is \_\_\_\_\_ from the University of Minnesota and I am calling to better understand the process by which military spouses can transfer their \_\_\_\_\_ (name of the license issued by the board you're calling) license. Is there someone I may speak with who might be able to talk to me about this topic?

Hello Mr./Ms. \_\_\_\_\_, thank you for your time. My name is \_\_\_\_\_ and I am calling from University of Minnesota on behalf of the Defense -State Liaison Office at the Department of Defense. The goal of this office is to help improve states' policies and systems to help military families. We're gathering information about how occupational licensing boards across the country support military spouses as they transfer their professional licenses when their spouses are reassigned to \_\_\_\_\_ (name of the state). May I ask you some questions about this process?

### **Process of Transfer**

(Ask only for states that have separate legislation for military spouses' licensure portability)

Are you aware that in \_\_\_\_\_ (name of state) there is legislation that supports the portability for military spouses?

Do you have a unique process or point of contact for military spouses?

Do you allow for licensure by:

1. **Endorsement** –allowing for options that accommodate gaps in employment for military spouses with active licenses from another state;
2. Issue **temporary licenses** - allowing a military spouse with a current license to secure employment while completing state requirements or while awaiting verification for an endorsement;
3. **Expedite** procedures for approval to provide opportunity for spouses to obtain an endorsed or temporary license.

What is the average length of time it takes to get a license transferred once spouses have moved?

Are there any exceptions to the process of transfers of licenses that you inform spouses about?

Are you aware of any employers not accepting temporary licenses?

If spouses need to show credentials that are substantially equivalent, how is “substantially equivalent” determined by the board?

### **Eligibility Based on Service Member Status**

1. What status does the military member need to be for the military spouse to be eligible? Active Duty, National Guard/Reserves, Veteran, **deceased**, or any status as long as they are a member of the Armed Forces.
2. Length of time to benefit from the process of transfer (i.e., license endorsement, temporary license, and/or expedited license) based on:
  - a. Service member’s status (e.g., Active Duty vs National Guard/Reserves, deceased)
  - b. How long Service member or spouse have resided in that state (e.g., how many months have lived in the state)

## **Supplemental Information**

1. What additional information do spouses need to provide besides an application and marriage license?
  - a. Current experience
  - b. Past Experience
  - c. Copies of previous licenses

## **Temporary License – when applicable**

1. How long is a temporary license valid?
2. Is there an option to renew temporary license before being issued a permanent license?
3. Is the temporary license provisional?
4. Does the new state issue the spouse a temporary license or is the temporary license consist of just accepting the old state's license?

## **Potential Questions to Gather Additional Information for Reports *(if there is time)***

What do you suggest spouses do to make the transfer of their licenses easier?

Do you know of any local resources to help spouses with this process?

Are you aware of any new legislation or upcoming changes in policies about portability of licensure for military spouses?

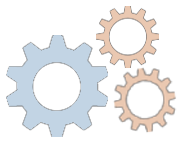
Do you have any information about how many military spouses in the last year have transferred their licenses because of a permanent change of station?



# Military Spouse Licensure Portability Examination State Report

## Appendix B - State Reports

(includes the District of Columbia)



# ALABAMA

## Summary of Legislation

House Bill 638, enacted in 2012, applies to military spouses that live with an Active Duty Service member who relocated to and is stationed in Alabama under official military orders. Spouses must possess a valid license or certificate in another state, district, or territory of United States with licensing or certification requirements greater than or substantially similar to the requirements of each occupational board. Occupational boards shall expedite the application process and spouses may work in Alabama until a full license is granted.

Location of Bill:

House Bill 638 - <https://legiscan.com/AL/bill/HB638/2012>

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation

## Results from Data Collection

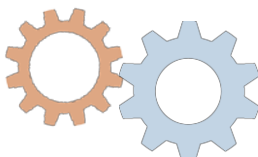
General Findings

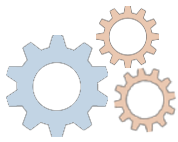
- The process to transfer licenses is similar for all new residents and the only board that has a unique process for military spouses is the Board of Examiners in Counseling.
- Besides the Board of Examiners in Counseling, staff were unaware of the legislation that supports licensure portability for spouses.
- No information was available pertaining to the number of spouses that have transferred their licenses in the last year.
- All boards offer a process to transfer occupational licenses via endorsement or reciprocity to ease the application process for spouses that have a license in another jurisdiction.

Findings Specific to Each Board

*Cosmetology*

- To transfer a license, spouses need to request that verification of their license from the previous state be sent directly to the Alabama board.
- The board will then send spouses the paperwork that needs to be completed and notify spouses if they need to take any exams.
- Typically, the entire process takes six weeks to three months.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- The board offers a three-year Special Purpose License for practice across state lines and it is considered a full license.
- To be eligible for the Special Purpose License, spouses must pass background verification from Professional Background Information Services (PBIS) and submit an application to the dental board.
- It takes approximately 45-90 days for background verification plus two months to process the licensure application.

#### *Massage Therapy*

- To transfer a massage therapy license, spouses need to have at least 650 education hours from an accredited massage therapy school and be certified by the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB).
- The average processing time cannot be estimated because it varies from case to case.

#### *Mental Health Counseling*

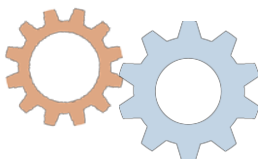
- Priority is given to military spouses' applications and spouses' eligibility does not depend on the Service members' military status (e.g., Active Duty, National Guard or Reserve, Veteran, etc.) or the length of time they have resided in Alabama.
- Spouses who are licensed in another jurisdiction may apply for license transfer via endorsement.
- A provisional license may be issued to spouses who are currently licensed in another jurisdiction but have not met academic, experience, or examination requirements of the board.
- The process to transfer a counseling license varies depending upon the spouse's qualifications, but the board expedites applications of military spouses.

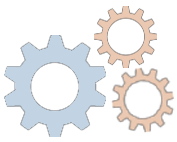
#### *Occupational Therapy*

- To be licensed in occupational therapy, spouses will need to complete an application, and provide letters of verification from the National Board for Certification in Occupational Therapy (NBCOT) and from each state where they hold a license.
- License approval usually takes one to two days after spouses submit their materials.

#### *Real Estate Commission*

- To be eligible for reciprocity, spouses must have been issued a real estate license within the last three years and submit verification of licensure.
- Once all materials have been submitted, spouses' licenses are approved in three business days.



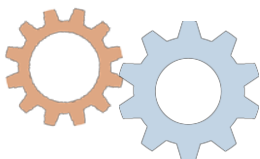


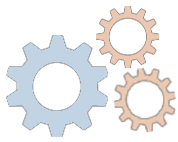
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Provide training to occupational boards to improve staff's understanding of procedures to facilitate the transfer of licenses for military spouses.
- Inform military spouses about how to benefit from the legislation to ensure they have the knowledge needed to transfer their professional licenses after a permanent change of station (PCS).





## ALASKA

### Summary of Legislation

Passed in 2011, House Bill 28 states that boards may issue military spouses temporary licenses that are valid for 180 days and the temporary licenses may be extended for one additional 180-day period. In addition, boards shall expedite the application procedure for spouses. To qualify, spouses need to live with Active Duty Service members who are stationed in Alaska under official military orders. Spouses also must hold a current license or certificate in another jurisdiction with requirements that are equivalent to the requirements of occupational boards in Alaska.

#### Location of Bill:

*House Bill 28* - <http://www.legis.state.ak.us/basis/Bill/Detail/27?Root=HB%20%2028>

### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process
<input type="radio"/>	Not addressed in legislation
<input checked="" type="radio"/>	Addressed in legislation

### Results from Data Collection

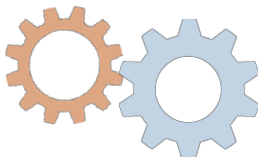
#### General Findings

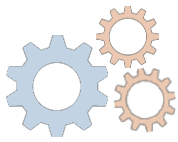
- The Division of Corporations, Business, and Professional Licensing website indicates that spouses of Active Duty military personnel with Alaska military orders may request to have their temporary license applications expedited by attaching a special form to their applications. The expedited application process applies to all six boards in the study.
- Board staff were unaware of legislation that supports licensure portability for spouses except for staff at the Dentistry and Occupational Therapy boards.
- With the exception of the Massage Therapy and Occupational Therapy boards, there is no unique process for spouses to transfer their occupational licenses.
- Spouses cannot be licensed by endorsement or temporary licensure by any of the six boards.
- No information was available pertaining to how many spouses have transferred their licenses in the last year.

#### Findings Specific to Each Board

##### *Cosmetology*

- Alaska does not offer a cosmetology license; this license type has been divided into esthetician and hairdresser licenses.
- To qualify for a hairdresser license by credentials, spouses need to hold an active license from at least one other jurisdiction, 1,650 hours of training through a school or 2,000 hours through an apprentice program, and proof of passing written and practical examinations.
- For spouses who do not have the minimum required hours, work experience can be used as a substitute.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- The board offers temporary licenses, which are valid for 120 days and are non-renewable.
- Once an application is submitted, it takes about four to six weeks to be approved.

#### *Dental Hygiene*

- The board allows for licensure by examination for spouses that have held dental hygienist licenses in another jurisdiction for at least 90 days.
- To be eligible, spouses need to submit a full application, pay application fees, apply for the Professional Background Information Services (PBIS) Level II credentials review, and complete the board's jurisprudence exam.
- The length of time to process an application is six to eight weeks.

#### *Massage Therapy*

- Spouses can apply for licensure by endorsement by submitting verification of current licensure from a jurisdiction with requirements that are substantially equal to or greater than Alaska's requirements.
- The average processing time of the application is two months.

#### *Mental Health Counseling*

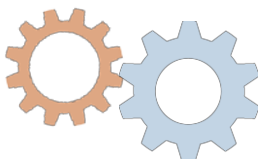
- Spouses can be licensed by credentials if they hold current licenses from another jurisdiction with the same or greater licensure requirements than Alaska.
- The average processing time of the application is three to four weeks.

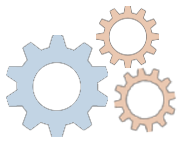
#### *Occupational Therapy*

- The board has a process for spouses that expedites their application process.
- Spouses can be granted a temporary permit when they meet all license requirements.
- The temporary permits are valid for eight months or until the permanent license is issued.
- The average processing time of the application is eight weeks.

#### *Real Estate Commission*

- Spouses need to complete 40 hours of Alaska-approved pre-licensing real estate courses and pass the Alaska real estate salesperson exam.
- Spouses then need to submit a Salesperson License by Examination application for licensure with the appropriate licensing fees.
- The processing time varies and staff reported that the length of time cannot be estimated.



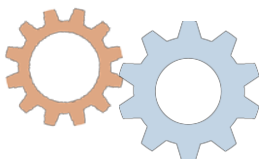


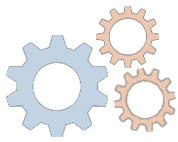
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Collaborate with state legislators to modify HB 28 to require that, besides providing temporary licenses and an expedited application process, occupational boards facilitate the process of transfer by allowing licensure by endorsement.
- Encourage and monitor occupational boards to implement the requirements of HB 28 so that spouses can have an expedited application process and be offered temporary licenses when needed.





## ARIZONA

### Summary of Legislation

Enacted in 2011, Senate Bill 1458 applies to spouses of Active Duty Service members who accompany the Service member via an official permanent change of station (PCS) to a military installation located in Arizona. To qualify, spouses have to be licensed or certified by another state for at least one year. If spouses have been licensed or certified for fewer than five years, the board may require them to practice under the direct supervision of a licensee or certificate holder. Spouses need to provide verification of education requirements, exam scores, and/or work experience.

Location of Bill:

*Senate Bill 1458* - <https://legiscan.com/AZ/bill/SB1458/2011>

#### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process
<input type="radio"/> Not addressed in legislation <input checked="" type="radio"/> Addressed in legislation	

### Results from Data Collection

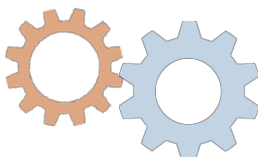
General Findings

- Except for staff at the Cosmetology and Massage Therapy boards, board staff were aware of legislation.
- There is a unique process for military spouses at occupational boards except for the Massage Therapy and Occupational Therapy boards.
- Military spouses need to provide the military order and verification of current occupational license, proof of a marriage license, and the application.
- Only the Mental Health Counseling board had data on how many military spouses transferred their licenses in the last year.

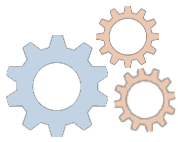
Findings Specific to Each Board

*Cosmetology*

- Special accommodations are provided to military spouses by processing their applications first.
- To be eligible for reciprocity, spouses must show evidence of either being licensed in another state or having graduated from a school that offers a cosmetology course.
- They must also pass the Arizona board approved examination.
- Staff reported that the length of time to get licenses transferred cannot be estimated since it is determined on an individual basis.







## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- Military spouses are eligible for licensure via endorsement if they pass the clinical and Arizona jurisprudence exams and provide national board scores and dental hygiene school transcripts.
- Once a completed application is received, a license is issued in approximately 10 days.

#### *Massage Therapy*

- To be eligible for reciprocity, spouses need to be licensed for at least five consecutive years from another state that has standards substantially equivalent to Arizona's standards or hold current certification from the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) and have graduated from a board-approved school with at least 500 hours.
- Once a completed application is received, a license is issued in approximately six to eight weeks.

#### *Mental Health Counseling*

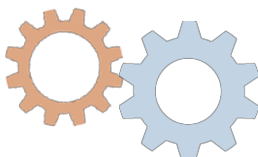
- To transfer their license to Arizona, spouses only need to have been licensed for one year while general applicants need to have been licensed for at least three years.
- Spouses can work using temporary licenses (valid for one year) under direct supervision while they are waiting for permanent licenses to be approved.
- The application process is expedited for spouses; applications are typically processed in two months for spouses while the processing time is two to nine months for other applicants.
- Approximately three military spouses transferred their licenses in the last year.

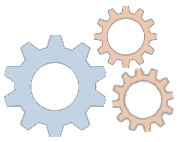
#### *Occupational Therapy*

- To be eligible for licensure, all applicants need to submit a completed application, National Board for Certification in Occupational Therapy (NBCOT) verification, two professional recommendation forms, and certification of licenses from other jurisdictions.
- Length of time to get licenses transferred cannot be estimated because it is determined on an individual basis.

#### *Real Estate Commission*

- Military spouses are eligible for licensure by endorsement if they hold a current real estate license.
- Spouses may need to complete a state law education course at the discretion of the Real Estate Commissioner.
- The average processing time for a real estate license application is 24 hours.



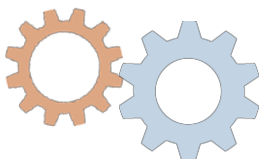


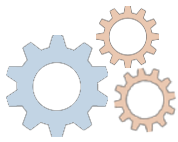
# Military Spouse Licensure Portability Examination State Report

## Recommendations

### Future efforts could:

- Advocate to modify SB 1458 to require that occupational boards expedite the process of transferring licenses for spouses and allow for temporary licensure.
- Encourage staff training at occupational boards to improve their understanding and application of SB 1458.





# ARKANSAS

## Summary of Legislation

Arkansas Code § 17-1-106 (from 2013), House Bill 1723 (from 2015), and House Bill 1184 (from 2017) indicate that military spouses shall be able to secure employment with temporary licenses while completing the application process for full licensure. As long as spouses are in good standing of a substantially equivalent license, boards shall expedite the process for full licensure and allow a full or partial exemption from continuing education. Military spouses are defined as spouses of Active Duty Service members stationed in Arkansas or returning military Veterans within one year of their discharge from Active Duty.

### Location of Bill:

*Arkansas Code § 17-1-106* - <http://law.justia.com/codes/arkansas/2015/title-17/subtitle-1/chapter-1/section-17-1-106/>

*House Bill 1723* - <ftp://www.arkleg.state.ar.us/Bills/2015/Public/HB1723.pdf>

*House Bill 1184* - <http://www.arkleg.state.ar.us/assembly/2017/2017R/Bills/HB1184.pdf>

### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

## Results from Data Collection

### General Findings

- Board staff were aware of legislation that supports licensure portability for military spouses except for the staff at Cosmetology and Massage Therapy.
- Mental Health Counseling and Occupational Therapy boards offer accommodations for spouses that include expedited applications and temporary licenses.
- Mental Health Counseling board was the only board that had information about how many military spouses have transferred their licenses in the last year.

### Findings Specific to Each Board

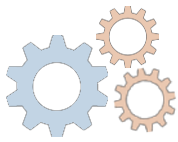
#### Cosmetology

- To be eligible for reciprocity, military spouses need to hold valid licenses from another jurisdiction and pass written, practical, and Arkansas state law exams.
- Once the application is submitted, it takes approximately 10 days to be processed.

#### Dental Hygiene

- Licenses can be issued by credentials for spouses who are licensed and have been practicing continuously for the past five years in other states.
- Once an application is submitted, staff reported that the length of time to transfer licenses varies and cannot be estimated.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Massage Therapy*

- To be eligible for reciprocity, military spouses must submit proof of passing scores on either the Massage & Bodywork Licensing Examination (MBLEx) or National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) exam, out-of-state license verifications, and education records. Spouses must also pass a background check.
- Once the application is submitted, it takes two to three months to get a license transferred.

#### *Mental Health Counseling*

- The board offers temporary licenses and expedited processing for military spouses.
- The temporary licenses are valid for six months to one year, depending on spouses' qualifications.
- Once the application process is completed, staff indicated that the length of time to transfer licenses varies and cannot be estimated.
- Approximately 15 spouses have transferred their license in the last year.

#### *Occupational Therapy*

- The board offers temporary licenses for spouses; spouses still need to submit a full application for licensure.
- Spouses may work under a temporary license for up to two months, and the temporary license can be renewed.
- The process to transfer an occupational license following application takes six weeks, but expedited military spouse processing takes about two weeks.

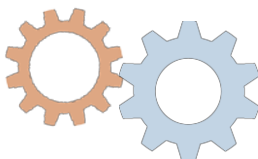
#### *Real Estate Commission*

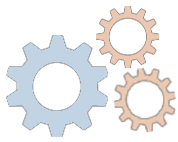
- Military spouses need to successfully complete 60 hours of real estate education and pass the licensure exam.
- Spouses currently licensed in another state may request a waiver of the general portion of the licensure exam.
- After the completion of the application, the average processing time is seven to ten days.

### Recommendations

#### Future efforts could:

- Encourage training for occupational board staff to improve their understanding and application of AR Code § 17-1-106 and HB 1723.
- Advocate for more uniform procedures that boards can adopt to determine how to make the transfer of spouses' licenses easier.





# CALIFORNIA

## Summary of Legislation

Enacted in 2012, Assembly Bill 1904 requires occupational boards within the Department of Consumer Affairs to expedite licensure process for military spouses who are married to, in a domestic partnership, or in another legal union with Active Duty Service members that are assigned to a duty station in California. To be eligible, military spouses must hold current licenses in other jurisdictions. Assembly Bill 186, which was enacted in 2014, adds to AB 1904 by requiring boards to issue temporary licenses to spouses that are valid for 12 months.

Location of Bills:

*Bill 1904* - [https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=201320140AB186](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201320140AB186)

*Bill 186* - [https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill\\_id=201120120AB1904](https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201120120AB1904)

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

## Results from Data Collection

General Findings

- Board staff are aware of legislation that supports licensure portability for military spouses.
- All occupational boards, except for the Massage Therapy board, expedite military spouses' applications.
- No information was available about how many military spouses have transferred their licenses in the last year.

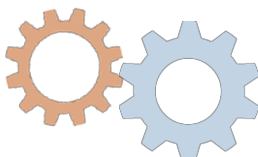
Findings Specific to Each Board

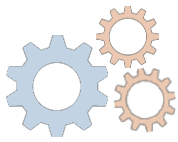
*Cosmetology*

- The board expedites the application process for military spouses.
- Military spouses can apply by reciprocity if they complete the application, pay required fees, and currently hold active licenses in good standing for three of the last five years from another jurisdiction.
- It takes four to six weeks to approve a spouse's application, whereas for other applicants, it can take up to 12 weeks.

*Dental Hygiene*

- The board expedites the application process for military spouses by prioritizing their applications.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- Spouses can apply by endorsement if they have been licensed in another jurisdiction for more than five years. They need to submit copy of diploma, original National Board Scorecard, proof of passing a state or regional examination, certificate of completing certain career-specific trainings, and certification form(s) from each jurisdiction(s) they were licensed in.
- Once an application is submitted, licenses are typically approved in 30 days.

#### *Massage Therapy*

- California does not have massage therapy licensure. Instead, the California Massage Therapy Council (CAMTC) is a private, non-profit organization that issues massage therapy certifications.
- CAMTC does not offer military spouses accommodations to transfer their licenses.
- Spouses whose partners are on Active Duty will not need to apply as a new applicant if their certifications have lapsed over six months.
- The CAMTC will waive late fees for spouses who need to renew their licenses if their partners are on Active Duty.
- Once an application is submitted, certificates are issued in about three months.

#### *Mental Health Counseling*

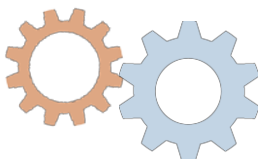
- The board expedites the application process for military spouses. Spouses must complete the “Military Spouse/Domestic Partner Expedite Request” form to get expedited processing.
- All out-of-state applicants need to meet the education requirements, gain 3,000 hours of supervised experience over a minimum two-year period, and pass the California Law and Ethics examinations. They may use their out-of-state experience for a maximum of 1,200 hours.
- It takes four to six weeks to process an application once it is submitted.

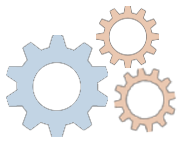
#### *Occupational Therapy*

- Spouses can be granted a 60-day unrestricted temporary license when they meet the board’s requirements while their full license application is under review.
- The board’s requirements include official transcript, verification from the National Board for Certification in Occupational Therapy (NBCOT), and work experience verification.
- The board expedites military spouses’ applications by processing the applications in two weeks instead of approximately 30 days.

#### *Real Estate Commission*

- Military spouses can have their application expedited if they hold a current real estate license in another jurisdiction.
- To obtain salesperson licenses, all applicants must complete three relevant college-level courses and apply for the salesperson examination.
- Staff reported that the average processing time cannot be estimated because it is determined on an individual basis.



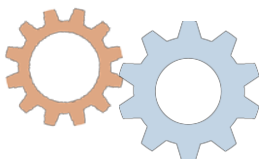


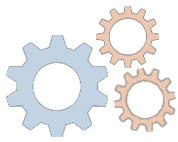
# Military Spouse Licensure Portability Examination State Report

## Recommendations

### Future efforts could:

- Advocate to modify AB 186 and AB 1904 to read that occupational boards shall allow licensure by endorsement for spouses.
- Encourage training of occupational board staff to improve their understanding and application of AB 186.





## COLORADO

### Summary of Legislation

House Bill 12-1059, enacted in 2012, states that military spouses who are licensed or certified in another jurisdiction can practice the occupations or professions during the first year of residence in Colorado with their out-of-state license. If they apply for authority to continue to practice after the first year, they need to notify the board (1) they are currently practicing in Colorado, (2) the date they began practicing in Colorado, and (3) the names and contact information of their employers. Military spouse refers to spouses of Service members who are actively serving in the United States Armed Forces and who are stationed in Colorado in accordance with military orders.

Passed in 2015, House Bill 15-1015 only applies to emergency medical service personnel, and requires that license applications submitted by spouses of Veterans or Active Duty Service members be expedited.

#### Location of Bills:

*HB 12-1059* - [http://www.leg.state.co.us/clics/clics2012a/csl.nsf/fsbillcont/4FED46616B6701DD87257981007DCEA6?Open&file=1059\\_enr.pdf](http://www.leg.state.co.us/clics/clics2012a/csl.nsf/fsbillcont/4FED46616B6701DD87257981007DCEA6?Open&file=1059_enr.pdf)

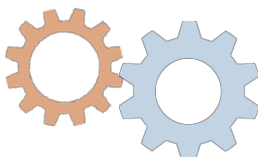
*HB 15-1015* - [http://www.leg.state.co.us/clics/clics2015a/csl.nsf/fsbillcont2/B8B80FA2F25841E787257DB10065D225/\\$FILE/1015\\_enr.pdf](http://www.leg.state.co.us/clics/clics2015a/csl.nsf/fsbillcont2/B8B80FA2F25841E787257DB10065D225/$FILE/1015_enr.pdf)

<b>Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:</b>	
<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process
<input type="radio"/>	Not addressed in legislation
<input checked="" type="radio"/>	Addressed in legislation

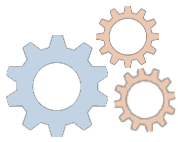
### Results from Data Collection

#### General Findings

- Except for the Office of Barber and Cosmetology, occupational board staff are not aware of legislation that supports licensure portability for military spouses and there is no unique process for spouses.
- Information for spouses is available on the Colorado Department of Regulatory Agencies (DORA) website. It states that spouses who are licensed in other jurisdictions can practice for up to one year from the date they move before obtaining a Colorado license. (<https://www.colorado.gov/pacific/dora-military/relocated-spouse-licensure>).
- The DORA website has the contact information for the Military Credentialing Liaison.
- No board has information about the number of spouses who transferred their licenses in the last year.







# Military Spouse Licensure Portability Examination State Report

## Results from Data Collection (continued)

### Findings Specific to Each Board

#### *Cosmetology*

- Military spouses may practice without a Colorado cosmetology license during their first year of Colorado residency as long as they are authorized to practice cosmetology in other jurisdictions. They must fill out the Military Spouse Exemption form.
- After the spouse exemption period ends, spouses need to apply for a Colorado cosmetology license by endorsement.
- The current wait time to process an application may be at least 90 days.

#### *Dental Hygiene*

- Military spouses can apply for licensure by endorsement if they completed an accredited dental hygiene program, passed the Joint Commission on National Dental Examinations (JCNDE) and a clinical examination, and demonstrated clinical competency by teaching or practicing dental hygiene for a minimum of 300 hours per year or passing clinical examination.
- The average processing time varies and is determined on an individual basis.

#### *Massage Therapy*

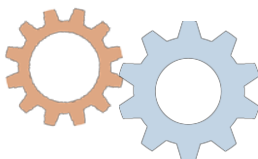
- To apply for licensure, military spouses must have completed a massage therapy program with at least 500 hours of course and clinical work.
- Spouses must submit verification of a license from another jurisdiction, and have passed one of the following exams: Massage and Bodywork Licensing Examination (MBLEx), National Certification Examination for Therapeutic Massage and Bodywork (NCETMB) exam, or National Certification Examination for Therapeutic Massage (NCETM) exam.
- Once the application is completed, it takes four to six weeks for it to be processed.

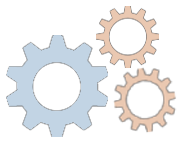
#### *Mental Health Counseling*

- To be eligible for reciprocity, military spouses must hold a current, equivalent license in another state, submit official transcript, pass the National Counselor Examination (NCE), and demonstrate 2,000 hours of post-degree experience and 100 hours of supervision over a period of at least two years.
- Upon completion of the application, staff at the board indicated that the average processing time of applications varies from case to case.

#### *Occupational Therapy*

- To be eligible for reciprocity, military spouses must be licensed or registered in another jurisdiction.
- Spouses must meet one of three requirements: at least 400 hours of practice during the three years immediately preceding application, completion of 48 hours of continued professional competency during the two years immediately preceding application, or completion of an education program and supervised fieldwork within two years of submitting an application.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- Staff at the board indicated that the average processing time of applications is determined on an individual basis.

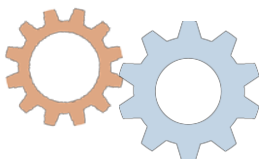
#### *Real Estate Commission*

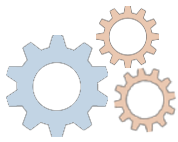
- Spouses who have been licensed (active or inactive) in other states for at least two years may apply for Colorado licenses by endorsement.
- Spouses will need to pass the state portion of the Colorado Broker's Exam, submit license history, and complete a background check.
- It takes approximately seven to ten days to get a license transferred once the application is submitted.

### Recommendations

#### Future efforts could:

- Encourage broader dissemination of the contents of HB 12-1059 to occupational boards to improve staff's understanding and application of the bill.
- Collaborate with occupational board staff to document the number of spouses who have taken advantage of the legislation's provisions in order to keep track of the implementation of the legislation.





## CONNECTICUT

### Summary of Legislation

General Statutes of Connecticut, Title 20, Professional and Occupational Licensing, Certification, Title Protection and Registrations Examining Boards lists licensing requirements for each occupation/ profession (year of enactment varies by profession). There is currently no legislation regarding licensure portability specifically for military spouses in the state of Connecticut. Effective in 1993, Section 20-332-21a entitled, Reciprocity of the Regulations of Connecticut State Agencies allows occupational licensing boards to enter into agreements with other states to provide reciprocal licenses without examination.

Location of Statute:

*Connecticut Statute:* [https://www.cga.ct.gov/current/pub/title\\_20.htm](https://www.cga.ct.gov/current/pub/title_20.htm)

Location of Bill:

*Section 20-332-21a* - <http://eregulations.ct.gov/eRegsPortal/Browse/RCSA?id=Title%2020|20-332|20-332-21a|20-332-21a>

#### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process
<input type="radio"/> Not addressed in legislation <input checked="" type="radio"/> Addressed in legislation	

### Results from Data Collection

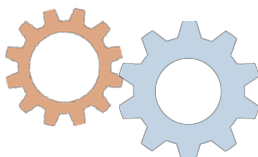
General Findings

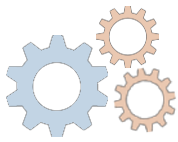
- There is no unique process or point of contact for military spouses among any occupational board.
- Occupational Therapy board offers a 120-day temporary licenses for all applicants; however, none of the other five boards offer temporary or expedited application process for spouses.
- No information was available from any board about how many spouses have transferred their licenses in the last year.

Findings Specific to Each Board

*Cosmetology*

- To be eligible for reciprocity, spouses must have a valid license in another jurisdiction that was issued by examination.
- If spouses acquired the previous licenses without examination but have practiced cosmetology for more than five years, they can also be issued a Connecticut license without examination.
- Staff indicated that the average processing time cannot be estimated because it varies from case to case.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- To be eligible for licensure, spouses must have graduated from an American Dental Association (ADA) associated dental hygiene program, successfully completed the National Board Exam, and passed one of the eligible clinical performance exams.
- Once an application is submitted, it takes four to six weeks to have applications processed.

#### *Massage Therapy*

- Military spouses must have graduated from an accredited massage therapy program and passed the Massage and Bodywork Licensing Examination (MBLEx) or the Board Certification (BCETMB) exam.
- Spouses who are currently licensed to practice massage therapy in another jurisdiction for at least one year may qualify for licensure by reciprocity. They will need to provide verification of the MBLEx or BCETMB exam.
- Once an application is submitted, it takes seven to ten days to process applications.

#### *Mental Health Counseling*

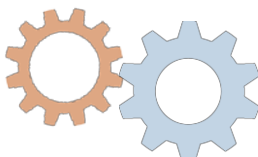
- Besides education requirements, military spouses must complete 3,000 hours of postgraduate supervised experience.
- If spouses are currently licensed or certified as professional counselors in other states, they may substitute three years of licensed or certified work experience in lieu of the 3,000 hours of supervised experience.
- Staff indicated that the average processing time cannot be estimated because it is determined on an individual basis.

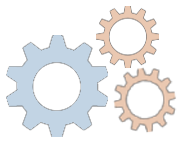
#### *Occupational Therapy*

- Besides education requirements, military spouses must have at least 24 weeks of supervised work experience and passed the National Board for Certification in Occupational Therapy (NBCOT) exam.
- Once an application is submitted, the average processing time is two weeks.

#### *Real Estate Commission*

- To be eligible for reciprocity, military spouses must hold active licenses from another jurisdiction with substantially equivalent requirements as Connecticut such as meeting the education requirements and passing a national licensing exam. In addition, spouses must submit the license history report from the jurisdiction in which they are currently licensed.
- Once an application is complete, the average processing time is one to two weeks.



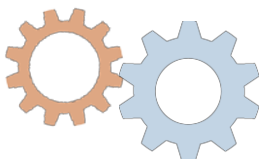


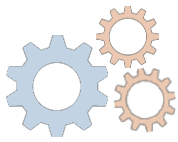
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Collaborate with state legislators to draft bills that support licensure portability for military spouses by facilitating endorsement of a current license, providing a temporary license, and expediting application procedures.
- Raise awareness of the importance of licensure portability for the financial and personal well-being of military families and the retention of Service members.





# DELAWARE

## Summary of Legislation

Delaware Statute Chapter 329, enacted in 2014, states that military spouses may apply for provisional licenses that are valid for six months and cannot be renewed. In addition, spouses may apply for endorsement of their licenses. In order to receive a provisional license or endorsement, spouses need to provide an official verification that they are married to an Active Duty or National Guard and Reserve Service member who is reassigned to a duty station in Delaware. Spouses need to hold active licenses or permits in good standing in another jurisdiction with requirements substantially similar to Delaware.

Location of Statute:

*Delaware Statute, Volume 79, Chapter 329:*

<http://delcode.delaware.gov/sessionlaws/ga147/chp329.shtml#TopOfPage>

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

## Results from Data Collection

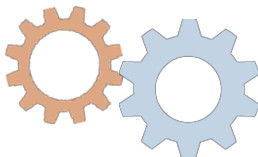
General Findings

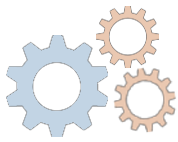
- The Division of Professional Regulations website indicates that spouses may apply for provisional professional licenses to practice in Delaware for up to six months while their applications for Delaware professional licenses are pending.
- All boards allow licensure by reciprocity; spouses must have a current license from another jurisdiction with similar licensure standards and at least two years of experience to be eligible.
- The average processing time of applications is not indicated on board websites nor was it provided by board staff.
- No information was available from any board about how many spouses have transferred their licenses in the last year.

Findings Specific to Each Board

*Cosmetology*

- To be eligible for reciprocity, spouses must provide copies of current licenses that they hold in another jurisdiction and arrange for the board office to receive license verification from each jurisdiction where they currently hold or previously held a license.
- If the jurisdictions of spouses' current licenses require fewer classroom or apprenticeship hours than Delaware requires, the applicants also need to prove that they have a total of three years of experience in the five years immediately preceding their application in Delaware.
- The average processing time of applications is not indicated on board websites nor was it provided by board staff.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- Licensure by reciprocity requires spouses to hold a current license from another jurisdiction and to have practiced for at least three of the past five years.
- When submitting their application, spouses also need to submit the National Dental Hygiene Board Examination score report as well as the completed, signed, and notarized Jurisprudence Examination for Dental Hygienist Candidates.
- The average processing time of applications is not indicated on board websites nor was it provided by board staff.

#### *Massage Therapy*

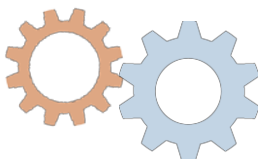
- To be eligible for reciprocity, military spouses must be licensed in another jurisdiction and have practiced continuously in that jurisdiction for at least two years before applying in Delaware.
- Spouses must submit the full application and arrange for an official score report to be sent directly from either the Federation of State Massage Therapy Boards (FSMTB) or the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) to the board office.
- The average processing time of applications is not indicated on board websites nor was it provided by board staff.

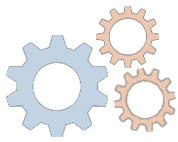
#### *Mental Health Counseling*

- To be eligible for reciprocity, military spouses must complete the full application and submit current certification from the National Board for Certified Counselors (NBCC), Academy of Clinical Mental Health Counselors (ACMHC), or other certifying mental health organization acceptable to the Board.
- If spouses have been licensed for less than five years, the board also needs to determine whether the previous jurisdictions have similar requirements as Delaware. If not, more supporting documents are needed.
- The average processing time of applications is not indicated on board websites nor was it provided by board staff.

#### *Occupational Therapy*

- Spouses must complete the full application, submit verification of licensure directly from the jurisdictions where they are currently licensed, and pass the National Board for Certification in Occupational Therapy (NBCOT) exam to receive licensure by reciprocity.
- The average processing time of applications is not indicated on board websites nor was it provided by board staff.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

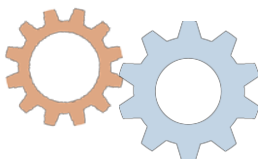
#### *Real Estate Commission*

- To be eligible for reciprocity, spouses must complete the full application, submit a signed copy of Sale or Lease Transaction Listing form (a form that lists at least 20 sales or lease transactions completed by the applicant in the past three years), licensure history, and passing scores from the Delaware law portion of the salesperson's exam.
- Spouses must also provide one of the following: certification of completing the Delaware law portion of the salesperson's pre-licensing course, certification of completing another jurisdiction's pre-licensing course of at least 99 hours, or proof of being licensed continuously for the three years immediately preceding the application.
- The average processing time of applications is not indicated on board websites nor was it provided by board staff.

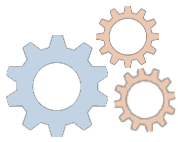
### Recommendations

#### Future efforts could:

- Collaborate with state legislators to modify HB 296 to include that occupational boards shall facilitate the process of transfer by expediting the application process and prolonging the valid period of provisional licenses from six months to one year.
- Advocate for the Division of Professional Regulation to have a point of contact for military spouses to facilitate the process of license transfer.







# FLORIDA

## Summary of Legislation

Enacted in 2011, Senate Bill 1228, only applies to health care practitioners. SB 1228 states that health care practitioner licensing boards may issue a temporary professional license to the spouse of an Active Duty Service member. In order to be granted a temporary license, military spouses must hold a valid license issued by another jurisdiction. Temporary licenses expire in 12 months and cannot be renewed.

House Bill 941, enacted in 2016, only applies to health care practitioners. HB 941 states that military spouses who are a health care practitioner (excluding dentists) in another jurisdiction can be licensed by endorsement given that their training or experience is substantially equivalent to the requirements in Florida and that they have actively practiced the profession for three years preceding the application.

Location of Bills:

Bill 1228 - <http://www.flsenate.gov/Session/Bill/2011/1228>

Bill 941 - <https://www.flsenate.gov/Session/Bill/2016/0941>

## Results from Data Collection

General Findings

- Occupational board staff were aware of legislation that supports licensure portability for military spouses.
- All boards have unique processes providing temporary licenses to spouses, and the period of time the temporary licenses are valid varies by board.
- The Florida Department of Health allows spouses to apply for licensure through the Veterans Application for Licensure Online Response (VALOR), which offers temporary licensure, expedited processing, and fee waivers for spouses.
- No board had information about the number of spouses who transferred their licenses in the last year.

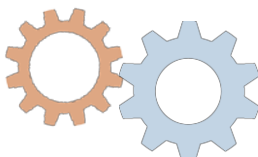
Findings Specific to Each Board

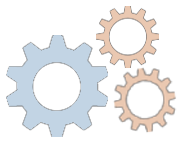
*Cosmetology*

- Spouses can be issued temporary licenses to practice cosmetology. They just need to provide proof that they are married to an Active Duty Service member who is assigned to a duty station in Florida and hold valid licenses in another jurisdiction. The temporary licenses are valid for six months and cannot be renewed.

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process
<input type="radio"/> Not addressed in legislation <input checked="" type="radio"/> Addressed in legislation	





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- The board also waives application fees for spouses of Active Duty Service members and Veterans.
- Spouses who hold a valid cosmetology license in another jurisdiction with equal or higher requirements may also apply for licensure by endorsement. They must have 1,200 school hours and pass a licensing examination.
- It takes seven to ten days to get a license application processed once submitted.

#### *Dental Hygiene*

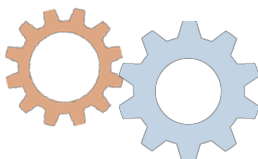
- The board does not allow licensure by endorsement or reciprocity.
- Once they submit their applications, spouses can be granted temporary licenses while they are waiting for decisions on a full application.
- To get the temporary license, spouses need to prove that they are married to an Active Duty Service member who is assigned to a duty station in Florida and that they are currently licensed in good standing in another jurisdiction.
- Temporary licenses are valid for 12 months and are non-renewable.
- Spouses' applications are expedited and can be processed in less than one day.

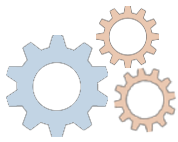
#### *Massage Therapy*

- Spouses can submit an application and then be granted temporary licenses while they are waiting for the decision on a full application. To obtain the temporary license, spouses need to prove being married to an Active Duty Service members who is stationed in Florida; spouses also need to hold a valid license from another jurisdiction.
- Temporary licenses are valid for 12 months and are non-renewable.
- The application fee is waived for spouses of Service members or Veterans who have been honorably discharged in the past 60 months.
- The licensure process is expedited for spouses, but processing time cannot be determined because it varies individually.

#### *Mental Health Counseling*

- The board treats military spouses differently by expediting their application process and waiving their application fees.
- The board also offers spouses temporary licenses. The application requirements include proof of marriage to an Active Duty Service member who is assigned to Florida and proof of a current and valid counseling license in another jurisdiction.
- The temporary licenses are valid for 12 months and are non-renewable.
- Staff indicated that the average processing time cannot be determined because it varies individually





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Occupational Therapy*

- Military spouses' applications are expedited, and their application fees are waived.
- To be licensed by endorsement, spouses must complete required exams and hold current certification with the National Board for Certification in Occupational Therapy (NBCOT).
- Spouses may be issued a temporary license while they wait to take the national exam. The temporary license will expire when they take the exam and cannot be renewed.
- Once the completed application is submitted, the average processing time is 24 hours.

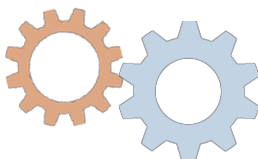
#### *Real Estate Commission*

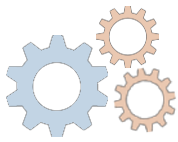
- Spouses are eligible for temporary real estate licenses in Florida if they are married to an Active Duty Service member who is assigned to a duty station in Florida and they hold a valid license in another jurisdiction.
- Temporary licenses are valid for six months and cannot be renewed.
- The board has reciprocity with seven other states (Alabama, Arkansas, Connecticut, Georgia, Illinois, Mississippi, and Nebraska) and spouses licensed in those states who hold licenses are exempt from taking pre-license education. However, spouses must take the 40-question Florida law section of the state exam.
- It takes seven to ten days to get a license application processed once an application is submitted.

### Recommendations

#### Future efforts could:

- Advocate to broaden the scopes of SB 1228 and HB 941 so that all occupations are covered under the bills.
- Encourage broader dissemination of the contents of SB 1228 and HB 941 to military families who are going to have a permanent change of station (PCS) to Florida.





# GEORGIA

## Summary of Legislation

House Bill 821, enacted in 2016, states that each professional board shall adopt rules and regulations that allow military spouses to qualify for temporary licenses, licenses by endorsement, expedited licenses, or a combination by July 1, 2017. In order to qualify, spouses need to be married to a Service member (Active or Reserve) or transitioning Service member (i.e., a member of the military on Active Duty status or on separation leave who is within 24 months of retirement or 12 months of separation) of the United States Armed Forces, including the National Guard. In addition, spouses need to hold licenses from another jurisdiction with substantially similar or greater requirements.

Location of Bill:

House Bill 821 - <http://www.legis.ga.gov/Legislation/en-US/display/20152016/HB/821>

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

## Results from Data Collection

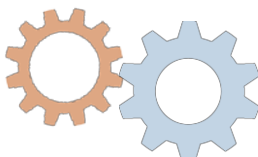
General Findings

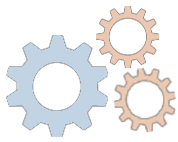
- All six boards have unique processes for spouses. All board staff are aware of legislation except for the Real Estate Commission.
- Effective on July 1, 2017, all boards began to expedite licensing procedures for spouses except for the Real Estate Commission.
- The Board of Cosmetology and Barbering is the only board that allows licensure by endorsement.
- No occupational board offers temporary licenses for spouses.
- No information was available from any board about how many spouses have transferred their licenses in the last year.

Findings Specific to Each Board

*Cosmetology*

- Military spouses may apply for a cosmetology license by endorsement if they hold a valid, active license from another jurisdiction with equivalent requirements. If requirements in the other jurisdiction are less than the board's, spouses may be asked to take an exam or complete additional hours.
- To qualify, spouses must be married to an Active Duty Service member or a transitioning Service member within 24 months of retirement or 12 months of separation.
- The board does not offer expedited licensure for spouses.
- It takes approximately 15 days to process the applications once they are submitted.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- The board provides expedited application review for spouses.
- To be eligible for licensure by credentials, spouses need to pass clinical and jurisprudence examinations and provide license verification for every dental hygiene license ever held, official transcript, and National Board Dental Hygiene Examination (NBDHE) scores.
- Completed applications will be reviewed within 14 business days of submission and shall either be granted or referred to the full board for review. If an application is referred to the full board for review, it shall be reviewed and considered by the board no later than its next regularly scheduled board meeting.

#### *Massage Therapy*

- Spouses that hold an active license from another jurisdiction and who are not Georgia residents may apply for a provisional permit.
- Provisional permit holders must work under the direct supervision of a licensed massage therapist. The permit expires within six months and cannot be renewed.
- Applications are processed within 25 business days.

#### *Mental Health Counseling*

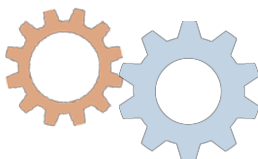
- To be eligible for endorsement, spouses must provide verifications of a minimum of two years of unrestricted licensure at the level of a Georgia licensed professional counselor, in good standing, from another jurisdiction.
- Spouses must also provide verifications of passing scores on the National Board for Certified Counselors (NBCC), National Counselor Examination for Licensure and Certification (NCE), or National Clinical Mental Health Counseling Examination (NCMHCE).
- Once the application is submitted, it takes approximately 15 days for the application to be processed.

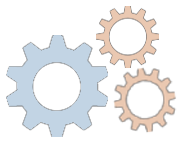
#### *Occupational Therapy*

- Spouses who have met all requirements for licensure except for the exam or 320 hours of clinical experience may be granted a 90-day limited permit. If so, they must be supervised by a licensed occupational therapist.
- The 90-day limited license is non-renewable. After the exam or clinical experience requirements are fulfilled, spouses will be granted a permanent license.
- Once submitted, applications will be reviewed within 25 business days.

#### *Real Estate Commission*

- Reciprocity applications require spouses to submit a certified license history from the jurisdiction where they are licensed and a criminal report; in addition, they also need to pass the state portion of Georgia's licensing examination.
- Once an application is submitted, the average processing time is three to five days.



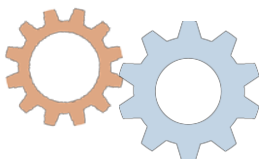


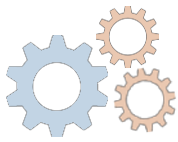
# Military Spouse Licensure Portability Examination State Report

## Recommendations

### Future efforts could:

- Advocate for occupational boards to allow licensure by endorsement and offer temporary licenses for military spouses.
- Continue to raise awareness of the importance of licensure portability for the financial and personal well-being of military families and the retention of Service members.





## HAWAII

### Summary of Legislation

Enacted in 2012, House Bill 2257, which replaced Senate Bill 2395, states that military spouses shall be permitted licensure by endorsement or reciprocity if they are already licensed in another jurisdiction under licensure requirements that are equivalent to or exceed the requirements in Hawaii. In addition, boards are required to expedite licensure for spouses and may issue temporary licenses if certain requirements are met.

Enacted in 2013, ACT 185, SLH 2013 relates to professional and vocational licensing for nonresident military spouses by limiting licensure by endorsement or reciprocity to spouses who are present in Hawaii for at least one year pursuant to military orders. The Act specifies that a license issued to a military spouse by endorsement or reciprocity shall be valid for a maximum of five years in the aggregate.

#### Location of Bills:

*Bill 2395* - [http://www.capitol.hawaii.gov/Archives/measure\\_indiv\\_Archives.aspx?billtype=SB&billnumber=2395&year=2012](http://www.capitol.hawaii.gov/Archives/measure_indiv_Archives.aspx?billtype=SB&billnumber=2395&year=2012)

*Bill 2257* - [http://www.capitol.hawaii.gov/Archives/measure\\_indiv\\_Archives.aspx?billtype=HB&billnumber=2257&year=2012](http://www.capitol.hawaii.gov/Archives/measure_indiv_Archives.aspx?billtype=HB&billnumber=2257&year=2012)

*ACT 185, SLH 2013* - [http://www.capitol.hawaii.gov/session2013/bills/GM1288\\_.PDF](http://www.capitol.hawaii.gov/session2013/bills/GM1288_.PDF)

### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation

### Results from Data Collection

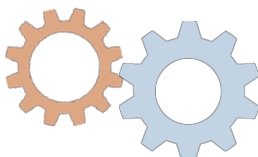
#### General Findings

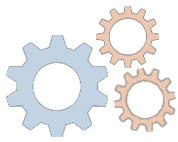
- All board staff were aware of legislation that supports licensure portability for military spouses, and there is a link on each board’s website regarding the legislation.
- Only the Cosmetology and Dental Hygiene boards have a unique process for spouses, which includes expediting spouses’ applications.
- No board allows for licensure by endorsement or offers temporary licenses.
- Except for staff at the Cosmetology board, staff were unaware of the number of spouses who transferred their licenses in the last year.

#### Findings Specific to Each Board

##### *Cosmetology*

- The board does not allow for licensure by endorsement nor does it offer temporary licenses for spouses.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- Applications for spouses are expedited, and to qualify, they must be married to a Service member who holds a permanent change of station (PCS) military order and be stationed in Hawaii for at least one year.
- Once submitted, it takes 15 to 20 business days for an application to be approved.
- Approximately five spouses applied for cosmetology licenses in the last year.

#### *Dental Hygiene*

- To transfer their licenses, spouses must have graduated from a certified dental hygiene program, have local anesthesia certification, have passed required exams, and provide license verification from another jurisdiction.
- The board expedites applications for spouses by processing the application within four weeks.

#### *Massage Therapy*

- Licensure requirements include a full application, 150 hours of in-class coursework, 420 hours of practical massage training, current cardiopulmonary resuscitation (CPR) certificate, and passing the State Massage Licensing Exam.
- The average processing time cannot be estimated because it is determined on an individual basis.

#### *Mental Health Counseling*

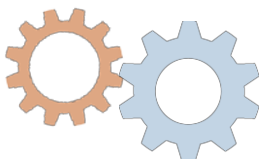
- To obtain a counselor license, spouses must submit a full application, meet education requirements, conduct 300 hours of pre-degree supervised client contact, and finish 3,000 hours of postgraduate supervised experience completed in no less than two years and no more than four years.
- Once submitted, the application is processed in six to eight weeks.

#### *Occupational Therapy*

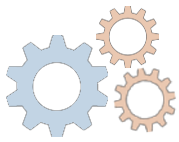
- Spouses must fill out an application form, meet education requirements, complete supervised work experience, and pass the National Board for Certification in Occupational Therapy (NBCOT) exam.
- The average processing time cannot be estimated because it is determined on an individual basis.

#### *Real Estate Commission*

- The board does not allow for licensure via endorsement or reciprocity for any out-of-state licensee, and there is no unique process for spouses.
- To be eligible for real estate salesperson licenses, military spouses must complete a 60 hour Hawaii salesperson pre-licensing course and pass the salesperson's license exam.
- Once the application is submitted, the average processing time is 15 to 20 business days.





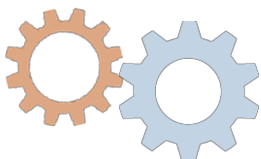


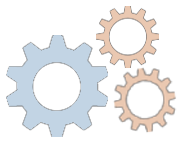
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Disseminate information regarding policies that support military spouse licensure portability to Service members who have a permanent change of station (PCS) and their spouses.
- Recommend training for occupational board staff to improve their understanding and application of the state legislation.





## IDAHO

### Summary of Legislation

Passed in 2013, Senate Bill 1068 applies to the Board of Education. SB 1068 states that military spouses may obtain certificates with stipulation and provisional educator endorsement if they hold valid teaching certificates or licenses in good standing from other jurisdictions. A provisional educator endorsement is valid until June 30 immediately following two years of the license being issued and cannot be renewed.

According to the bill, military spouses are defined as the spouses of Active Duty, Reserve, or National Guard Service members. Each occupational licensing board within the department of self-governing agencies may expedite the application of spouses, which includes the occupations in this report except dentistry and real estate.

#### Location of Bill:

*Senate Bill 1068* - <https://legislature.idaho.gov/sessioninfo/2013/legislation/S1068/>

### Results from Data Collection

#### General Findings

- Staff at occupational boards were unaware of legislation that supports licensure portability for spouses, and there is no unique process or point of contact for any of the boards.
- All boards support licensure by endorsement (State Rule 300), and only the Board of Occupational Therapy issues temporary licenses.
- No board reported expediting applications for military spouses.
- No board had information about the number of spouses who transferred their licenses.

#### Findings Specific to Each Board

##### Cosmetology

- For licensure by endorsement, military spouses must hold a current license from another state whose requirements are equivalent to Idaho standards or hold a current license from another state and have work experience under such licensure in three of the last five years.
- Once submitted, the application is processed in three to five days.

##### Dental Hygiene

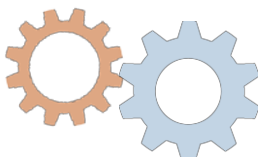
- To be eligible for licensure by credentials, spouses need to be licensed for at least one year and have practiced a minimum of 1,000 hours in the two years immediately before application.
- The application is typically processed in four weeks.

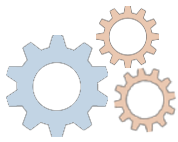
#### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

Not addressed in legislation

Addressed in legislation





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Massage Therapy*

- For licensure by endorsement, spouses need to submit the endorsement application, application fee, and proof of being licensed or certified in another jurisdiction with substantially similar requirements to those in Idaho.
- Applications will be processed within two to four weeks after board meetings. The schedule of board meetings is not specified on the board website.

#### *Mental Health Counseling*

- In order to be licensed by endorsement, spouses must hold a current license in good standing, and have documented experience of at least five years of practice under licensure in the seven years preceding the application.
- Applications are processed within one week.

#### *Occupational Therapy*

- Spouses can transfer their licenses by endorsement if they currently hold a valid license from another jurisdiction.
- A temporary license may be issued while the endorsement application is being processed.
- Licenses are issued within three to five days. For applications that require board review, the processing time varies depending on when the next board meeting will be (the board meets monthly).
- Licenses are issued within three to five days.

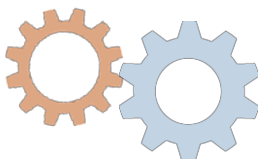
#### *Real Estate Commission*

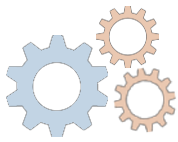
- Although the board has no reciprocal agreements with other states, it waives the national portion of the licensing exam, pre-license education, and broker experience requirements if military spouses have an active license in another jurisdiction.
- Once an application is submitted, it takes approximately one week to be processed.

### Recommendations

#### Future efforts could:

- Collaborate with state legislators to modify SB 1068 to read that all occupational boards, instead of only the Board of Education, shall issue provisional licenses by endorsement.
- Advocate for each occupational board to adopt guidelines and procedures that may facilitate the implementation of SB 1068.





## ILLINOIS

### Summary of Legislation

Senate Bill 275, enacted in 2012, states that licensing boards shall issue expedited temporary occupational or professional licenses to military spouses. The temporary licenses are valid for six months after issued or until a decision is made regarding the full license application, whichever comes first, and no temporary license can be renewed. In order to qualify, spouses need to hold valid licenses from other jurisdictions and be married to Active Duty, Reserve, or National Guard Service members. In addition, the Service member needs to be assigned to a duty station in Illinois. Spouses need to submit applications for full licensure and pay the application fee.

Location of Bill:

Senate Bill 275 - <https://legiscan.com/IL/bill/SB0275/2011>

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process
<input type="radio"/> Not addressed in legislation <input checked="" type="radio"/> Addressed in legislation	

### Results from Data Collection

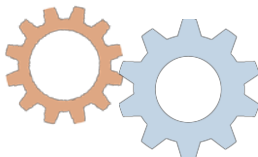
General Findings

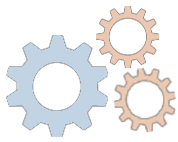
- Staff from Cosmetology, Dental Hygiene, and Mental Health Counseling boards are aware of legislation that supports licensure portability for military spouses, whereas staff from the other three boards (Massage Therapy, Occupational Therapy, and Real Estate Commission) were unaware of the legislation.
- Cosmetology, Dental Hygiene, and Mental Health Counseling boards have unique processes for spouses. Spouses can be granted temporary licenses and their applications are expedited.
- To benefit from the legislation, spouses need to submit a Temporary Permit Military form with their full application, pay the application fee, and pay an extra fee for the temporary permit.
- After the application is processed and approved, a temporary permit letter will authorize the spouse to work for six months from the date of the letter and it cannot be renewed.
- To receive an expedited temporary permit, spouses submit their Dependent ID Card or a copy of their marriage license. If they are a spouse of a Veteran, they must submit a separation form indicating their Service members' active service concluded within the two years preceding the application.
- All boards allow licensure by endorsement.
- No board had information about the number of spouses who transferred their licenses in the last year.

Findings Specific to Each Board

*Cosmetology*

- Spouses can work under temporary licenses for six months and their applications are expedited. The board is unaware of any employers not accepting temporary licenses.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- Spouses applying for licensure by endorsement must have 1,500 hours of education in cosmetology and 12 months of work experience.
- Spouses' temporary licenses are expedited, which is a two to four week process; for other applicants, the average processing time is six to eight weeks.

#### *Dental Hygiene*

- Spouses can work under temporary licenses for six months.
- Spouses who have been licensed as a dental hygienist in another jurisdiction and have been practicing for the preceding three years before application can be granted a license in Illinois if they submit proof that the requirements for licensure in the other jurisdiction are at least equal to the requirements in Illinois.
- Spouses' applications are expedited and are processed within six weeks once completed.

#### *Massage Therapy*

- Spouses applying for licensure by endorsement must submit proof of completing an approved massage therapy program, license certifications from another jurisdiction, and exam records from the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) or Massage and Bodywork Licensing Examination (MBLEx).
- A completed application takes six to eight weeks to process and military spouses' applications are not expedited.

#### *Mental Health Counseling*

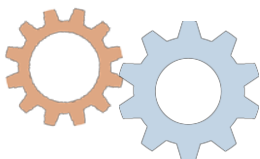
- Spouses can work under temporary licenses for six months. Spouses who apply for licensure by endorsement must submit proof of education, pass the professional counselor exam, pay application fee, and submit license certification from previous jurisdiction(s).
- Spouses' completed applications are expedited, which is a two to three week process; for other applicants, the average processing time is six to eight weeks.

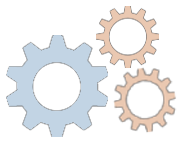
#### *Occupational Therapy*

- Spouses who want to transfer licenses by endorsement must submit education certifications, certification of previous licenses, and original test results from the National Board for Certification in Occupational Therapy (NBCOT).
- It takes six to eight weeks before completed applications are approved, and military spouses' applications are not expedited.

#### *Real Estate Commission*

- The Division of Real Estate has reciprocity agreements with seven states (Connecticut, Florida, Georgia, Indiana, Iowa, Nebraska, and Wisconsin). Applicants from states that do not have reciprocity agreements with the division will need to take state level tests and be licensed by examination.
- Once submitted, the average processing time is four to six weeks, and there is no expedited processing for spouses.



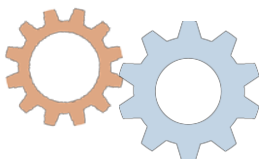


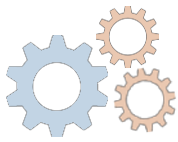
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Disseminate information regarding policies that support military spouse licensure portability to military families who relocate due to a permanent change of station (PCS).
- Advocate to modify SB 275 to read that occupational boards shall increase the valid period of temporary licenses from six months to one year.





## INDIANA

### Summary of Legislation

House Enrolled Act No. 1116 became effective in 2012. This bill allows professional licensing boards to issue a license to military spouses with a current equivalent license in good standing from another jurisdiction. Spouses must demonstrate competency through continuing education credits or work experience for two of the preceding five years. In addition, spouses may need to complete additional training to meet state licensing requirements and undergo a criminal background check. Boards may issue a temporary practice permit or provisional license while spouses complete additional licensing requirements. Senate Bill No. 253 was proposed in 2012 and is similar to House Enrolled Act No. 1116. Senate Enrolled Act No. 219, which became effective in 2016, allows boards to expedite military spouse applications.

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

#### Location of Bills:

*Senate Bill No. 253* - <http://www.in.gov/legislative/bills/2012/SB/SB0253.1.html>

*House Enrolled Act No. 1116* - [http://www.in.gov/pla/files/HE1116\\_Military\\_Licensing.pdf](http://www.in.gov/pla/files/HE1116_Military_Licensing.pdf)

*Senate Enrolled Act No. 219* - <https://iga.in.gov/legislative/2016/bills/senate/219#document-2e6050c8>

### Results from Data Collection

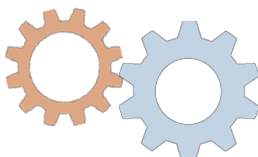
#### General Findings

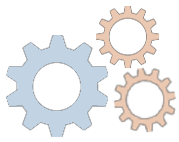
- The application process is similar for all applicants although military spouses may indicate on their application that they are seeking licensure based on their military status.
- Boards do not issue temporary licenses to military spouses.
- Occupational board staff were unaware of any upcoming changes to legislation.
- Only the Real Estate Commission was able to provide information about how many military spouses have transferred their licenses in the last year.

#### Findings Specific to Each Board

##### *Cosmetology*

- To transfer their license, military spouses must have at least a tenth grade education, completed 1,500 training hours, and passed a written and practical exam. In addition, spouses must submit license certification from each state in which they have held a previous license and provide proof they are a military spouse.
- Applications are reviewed once a month by the board, and the typical application processing time is unknown.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- Spouses who have been practicing for five or more years must submit license verification, three letters of recommendation, and have completed 19 continuing education hours.
- Spouses with less than five years of experience will also need to provide official transcripts with proof of conferred degree. All spouses must take a jurisprudence exam.
- Once the completed applications are submitted, licenses are typically issued within one to two months.

#### *Massage Therapy*

- Spouses must have graduated from an accredited program and submit an application with official transcripts, exam scores from one of the national exams, and license verification(s). Spouses must also provide proof of liability insurance and pass a criminal background check.
- Once the completed applications are submitted, licenses are issued within six months.

#### *Mental Health Counseling*

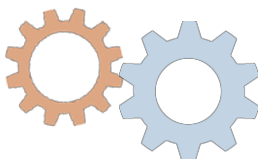
- Spouses who have practiced for at least three of the five previous years must provide official transcripts, license verification(s), and proof of passing the National Clinical Mental Health Counselor Examination (NCMHCE). Spouses must also pass a jurisprudence exam.
- Once the completed applications are submitted, licenses are issued in one to three months.

#### *Occupational Therapy*

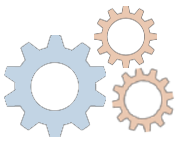
- Military spouses must provide official transcripts with degree conferred, proof of passing scores on the National Board of Certification in Occupational Therapy (NBCOT) exam, and license verification(s). They must also pass a criminal background check.
- Once completed, licenses are typically issued in two to four weeks.

#### *Real Estate Commission*

- Spouses must send license verification from their previous state with documentation of that state's licensing requirements, license verification from any state in which a license was held, and information about the broker or broker company with whom they will work. This information will be reviewed by the board for approval or denial of licensure by reciprocity.
- If the board does not approve licensure by reciprocity, spouses must complete a 90-hour pre-licensing course and pass the state portion of the exam. The national portion of the exam may be waived.
- Only one military spouse transferred their licenses in the last year. Military spouse applications are expedited, but because only one application has undergone this process, the average processing time is unknown.





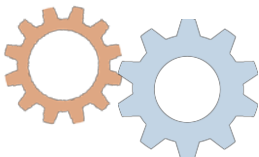


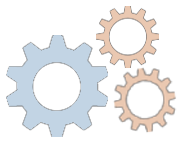
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Encourage boards to consistently issue temporary license for spouses while they complete the full licensing requirements as most boards do not offer this option even though it is stated in the law.
- Advocate for legislation that waives initial application and licensing fees for military spouses applying for a license in Indiana.





## IOWA

### Summary of Legislation

There is currently no legislation regarding license portability for military spouses in the state of Iowa.\* There have been no previous bills proposed or rejected and there are no pending bills regarding license portability for military spouses.\*\*

#### Location of Bills:

*Cosmetology* - <https://www.legis.iowa.gov/docs/ACO/chapter/645.60.pdf>

*Dental* - <https://www.legis.iowa.gov/docs/iac/agency/08-24-2011.650.pdf>

*Massage Therapy* - <https://idph.iowa.gov/Portals/1/userfiles/26/MT/Massage%20Therapist%202017.pdf>

*Occupational Therapy* - <https://www.legis.iowa.gov/law/iowaCode/sections?codeChapter=148B>

*Mental Health Counselors* - <https://www.legis.iowa.gov/law/iowaCode/sections?codeChapter=154D>

*Real Estate Commission* - <https://plb.iowa.gov/real-estate-sales-brokers/real-estate-license-law-and-rules>

#### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input type="radio"/>	Licensure by endorsement
<input type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process
<input type="radio"/>	Not addressed in legislation
<input checked="" type="radio"/>	Addressed in legislation

### Results from Data Collection

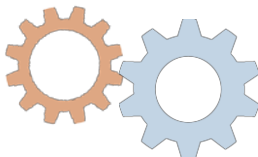
#### General Findings

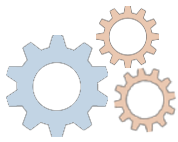
- The current transfer of license process is similar for all new residents to Iowa.
- Occupational board staff were unaware of any upcoming changes to legislation.
- Some boards provide priority processing if an applicant identifies as a military spouse.
- Little information was available regarding how many military spouses have transferred their licenses in the last year, as most occupational boards do not track this information.

#### Findings Specific to Each Board

##### *Cosmetology*

- Spouses must have graduated from an accredited cosmetology program and passed the National-Interstate Council of State Boards of Cosmetology (NIC) exam. The board reported that Iowa requires more training hours than other states, which may be an issue when determining “substantially equivalent” credentials. If the board determines a spouse does not meet Iowa requirements, the applicant will be informed as to how they can complete the requirements.
- If licensed in another state for at least 12 of the last 24 months, a license verification letter from the previous state’s licensing board is required.
- Spouses may receive priority processing of their application, and the average length of time to process an application is about a month.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- The board reported that they extend the occupational licensing benefits of the Home Base Iowa Act to military spouses (although the act is specifically for Veterans) by offering priority processing and reciprocity to spouses who indicate their military status on their application.
- Spouses must have graduated from an accredited dental school, passed the National Dental Hygiene Examination, provided proof of a current and valid license from another state, practiced at least three years, completed a criminal background check, and paid the application fee to transfer their licenses.
- Completed applications are typically processed within four to six weeks.
- About two to three military spouses have transferred their license within the last year because of permanent change of station (PCS).

#### *Massage Therapy*

- Military spouses must complete an application and pay the application fee, send official transcripts with degree conferred, have passed one of the national exams, and provide verification of licensure if licensed in another state.
- Typical processing time for a completed application is one week. If an application needs to be reviewed by the board, this process can take up to three months.

#### *Mental Health Counseling*

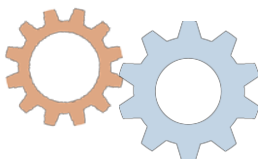
- To be eligible for licensure by endorsement, spouses must have been licensed for at least five years and provide official transcripts, certification of supervision, verification of license(s) in good standing from all jurisdictions in which they have been licensed, and proof of passing the National Counselor Examination (NCE) or the National Clinical Mental Health Counselor Examination (NCMHCE).
- Completed applications are typically processed within 15 business days.

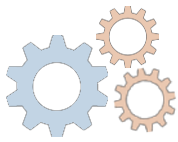
#### *Occupational Therapy*

- Spouses must provide official transcripts, license verification from all states in which they have been previously licensed, and passing scores on the National Board of Certification in Occupational Therapy (NBCOT) exam.
- Spouses must also provide one of the following: proof of passing the NBCOT within the previous year, proof of completing 30 hours of Iowa-approved continuing education requirements, or proof of a minimum of 2,080 hours of work history in the previous two years.
- Completed applications are typically processed within five to ten business days.

#### *Real Estate Commission*

- Spouses may qualify for licensure by reciprocity if they have a license from Arkansas, Georgia, Louisiana, Massachusetts, Minnesota, Mississippi, or North Dakota.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- Spouses who qualify for licensure by reciprocity must complete an application, pay the licensing fee, provide proof of insurance through the state of Iowa, complete a criminal background check, and complete a license history with a letter of good standing from each previous licensing board.
- Spouses who do not qualify for licensure by reciprocity must complete a 60-hour pre-licensing course and three additional 12-hour courses (Buying Practices, Listing Practices, and Developing Professionalism and Ethical Practices). Spouses must also pass the state and national exams and pass a criminal background check.
- Although the application itself only takes about three to five business days to process, the criminal background check can take a minimum of three to four weeks.

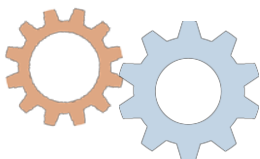
### Recommendations

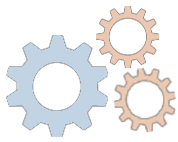
#### Future efforts could:

- Recommend legislation for license portability for military spouses within the state of Iowa.
- Advocate for procedures that provide support for expedited processes for military spouses' licenses.

*\* The 2014 Iowa Acts Chapter 1116, Section 36 required occupational boards to report their recommendations on including military spouses in the provisions of Section 34. As a result, Occupational Therapy and Massage Therapy Boards recommended inclusion. However, no change was made to the policy.*

*\*\* There is a provision in the administrative code that provides a special temporary license to military spouse teachers that is valid for three years (see 282 - 13.7(3) in the Iowa Administrative Code).*





## KANSAS

### Summary of Legislation

House Bill No. 2178, “Granting Professional Licenses to Nonresident Military Spouses,” was enacted in 2012. House Bill No. 2154 was enacted in 2015. Both bills state that occupational licensing boards can issue a license by reciprocity, reinstatement, or endorsement within 60 days of a completed application. If the board does not have licensure by reciprocity, reinstatement, or endorsement, the board may issue a license on probationary status to a spouse who has a current license in good standing from a state with equivalent requirements, has practiced the occupation for two of the previous five years, pays the application fee, and provides a signed affidavit. This license is valid for six months. If spouses’ licenses are determined to be non-equivalent, the board may issue a temporary license while they complete additional requirements for licensure.

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process
<input type="radio"/>	Not addressed in legislation
<input checked="" type="radio"/>	Addressed in legislation

#### Location of Bills:

*House Bill 2178* - [http://www.kslegislature.org/li\\_2012/b2011\\_12/asures/documents/hb2178\\_00\\_0000.pdf](http://www.kslegislature.org/li_2012/b2011_12/asures/documents/hb2178_00_0000.pdf)

*House Bill 2154* - [http://www.kslegislature.org/li\\_2016/b2015\\_16/asures/documents/hb2154\\_enrolled.pdf](http://www.kslegislature.org/li_2016/b2015_16/asures/documents/hb2154_enrolled.pdf)

### Results from Data Collection

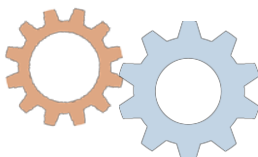
#### General Findings

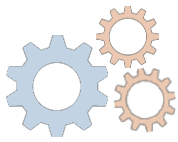
- Most occupational boards expedite military spouse applications.
- Most occupational board staff were unaware of any new or upcoming changes to legislation.
- No information was available about how many military spouses have transferred their licenses in the last year.

#### Findings Specific to Each Board

##### *Cosmetology*

- Spouses with an active license in another state with at least 1,500 training hours are required to take a 20-question, open book state exam. Spouses without an active license who have completed 1,500 training hours must take the board’s written and practical exams.
- Spouses must provide license and training verification, a copy of a government-issued photo identification card, and verification of a high school education or equivalent (unless they have practiced for 10 or more years).
- Completed applications are typically processed within one week; military spouses’ applications are expedited and may be issued in less than a week.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- The application process is similar for all applicants. However, fees are waived for military spouses if they provide a copy of their military orders.
- Spouses must provide a copy of their educational transcripts with degree conferred, national and clinical exam scores, license verification, current cardiopulmonary resuscitation (CPR) certification, verification of continuing education credits, and a criminal background check.
- Completed applications are typically processed within seven to ten business days.

#### *Massage Therapy*

- There is no statewide board for massage therapy. Military spouses must contact the city clerk's office for each city in which they want to work to inquire about city licensing requirements.
- To transfer their licenses, spouses must submit a certified transcript showing proof of education and training. Spouses must also complete in-person training for both first aid and cardiopulmonary resuscitation (CPR).
- Completed applications are typically processed within 30 days.

#### *Mental Health Counseling*

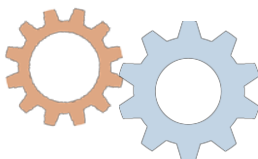
- Spouses must have "substantially equivalent" clinical contact and supervisory hours or have a minimum of five years of experience to receive licensure by reciprocity. If spouses do not meet these requirements, they must complete the application process as a new applicant.
- Completed applications are typically processed within 30 days or less.

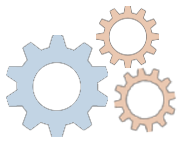
#### *Occupational Therapy*

- Spouses must provide educational transcripts with degree conferred, proof of completing supervised training, passing scores on the National Board for Certification in Occupational Therapy (NBCOT) exam, and license verification.
- Spouses licensed in another state may have the national exam, education, or experience requirements waived, which is determined on an individual basis.
- Completed applications are typically processed within one week; spouses' applications may be expedited and issued in less than a week if they indicate their military status to the board.

#### *Real Estate Commission*

- Military spouses must complete the Kansas Practice Course and pass the Kansas real estate exam.
- Spouses must also undergo a criminal background check and submit license verification.
- Completed applications are typically approved the same day or the next business day.



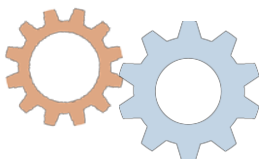


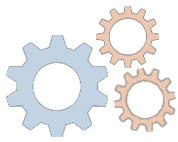
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Encourage occupational licensing boards to post information on their websites regarding military spouse licensure requirements.
- Advocate for legislation that would allow occupational licensing boards to waive initial application fees for military spouses.





# KENTUCKY

## Summary of Legislation

House Bill No. 301 became effective in 2011, and allows occupational licensing boards to issue a temporary or permanent license to the spouse of an Active Duty Service member within 30 days of the application if they provide proof they are married, hold a valid license in another state, are assigned to a duty station in Kentucky, and pay the application fee. Temporary licenses expire six months after the date of issuance and are non-renewable.

Location of Bill:

House Bill 301 - <http://www.lrc.ky.gov/Statutes/statute.aspx?id=39919>

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	License by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation

## Results from Data Collection

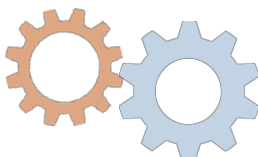
General Findings

- The application process is similar for all applicants moving to the state of Kentucky.
- All boards except Dental Hygiene issue licenses to military spouses within 30 days of receipt of a completed application.
- The boards reported no exceptions to the process of transfer for licenses.
- Only the Board of Cosmetology had information about how many military spouses have transferred their licenses in the last year.
- Occupational board staff were unaware of any upcoming changes to legislation.

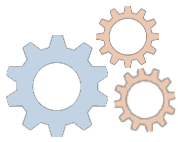
Findings Specific to Each Board

*Cosmetology*

- Military spouses should submit the “Active Military Licensee/Spouse License Transfer” application and provide a copy of their military orders and marriage license, license certification, and a completed criminal background check. If a spouse has less than two years of experience, they must also submit verification of a high school education and a certificate of licensure from their previous state verifying training hours.
- In 2017, the number of required training hours to be eligible for a cosmetology license increased by 300 hours. Occupational licensing board staff reported they did not know how this change would affect military spouse applicants.
- Completed applications are typically processed within one business day.
- Only five to six military spouse applicants transferred their license within the last year.







## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- Spouses must have graduated from an accredited program, passed the National Dental Hygiene Examination and a clinical examination, and been actively practicing for five of the previous six years.
- Completed applications are typically processed within two and a half months.

#### *Massage Therapy*

- Spouses must provide verification of a license in good standing, official transcripts and evidence of professional experience, continuing education certificates, and passing National Certification Board of Therapeutic Massage and Bodywork's National Certification Exam (NCE) scores.
- Completed applications, with a completed federal background check, are processed within 30 days.

#### *Mental Health Counseling*

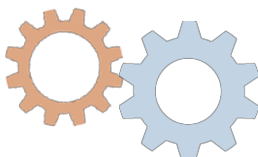
- Spouses must have graduated with a master's or doctoral degree from an accredited program (with a minimum of 60 hours of graduate coursework) and have practiced for at least five years. They must also provide license verification(s).
- All applicants who have practiced for a minimum of five years may be exempt from required hours of supervised experience or examination requirements.
- Completed military spouse applications are processed within 30 days.

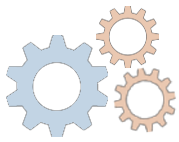
#### *Occupational Therapy*

- Spouses must provide official transcripts with degree conferred, proof of passing scores on the National Board of Certification in Occupational Therapy (NBCOT) exam, and license verification(s).
- The board offers a non-renewable temporary license to military spouses that is valid for six months. Spouses with a temporary license must be supervised.
- Completed applications for temporary and permanent licenses are typically processed within 30 days.

#### *Real Estate Commission*

- Spouses licensed in another state who are in good standing can receive licensure by reciprocity if they pass a criminal background check, provide license verification(s), and pass a license recognition exam.
- Completed applications, with a completed federal background check, are typically processed within three to seven business days.



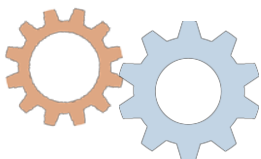


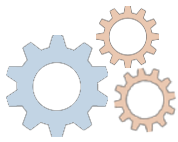
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Advocate for legislation that extends the temporary license or allows for renewals beyond the initial six-month period.
- Advocate for legislation regarding an expedited process for completing a criminal background check for military spouses pursuing a license in the state of Kentucky.





## LOUISIANA

### Summary of Legislation

House Bill 732 was enacted in 2012 and provided licensure by endorsement for military spouses. Revised Statute 37:3651, Chapter 59, "Licensure for Individuals with Military Training," was enacted in 2016 and also pertains to licensure portability for military spouses. This statute allows occupational licensing boards to issue licenses by endorsement or temporary licenses and offer expedited procedures for spouses who are licensed in another jurisdiction with requirements that are substantially equivalent to or exceed those in Louisiana. In addition, spouses must have a license in good standing with no disciplinary action taken against them and demonstrate competency via continuing education or experience. Temporary permits receive priority processing and are good until the applicant is granted or denied a permanent license.

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

Location of Bill:

House Bill 732 - <http://legis.la.gov/Legis/ViewDocument.aspx?d=807312>

Location of Statute:

Revised Statute 37:3651, Chapter 59 - <http://www.legis.la.gov/legis/law.aspx?d=285956>

### Results from Data Collection

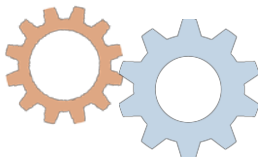
General Findings

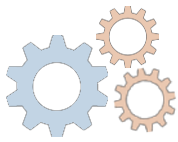
- The current licensing process is similar for all new residents of Louisiana; however, all boards except Cosmetology and Massage Therapy offer expedited procedures or temporary licenses for military spouses.
- Boards were unaware of any new or upcoming changes to legislation or policy.
- No boards had information about the number of spouses who have transferred their license in the last year.

Findings Specific to Each Board

*Cosmetology*

- Military spouses must have completed 1,500 training hours, passed the National-Interstate Council of State Boards of Cosmetology (NIC) exam, and provided license certification from all states in which they were previously licensed. Spouses are also required to take a jurisprudence exam.
- Within four weeks of submitting a completed application, spouses will be notified of their jurisprudence exam date. Once the exam is passed, a license is issued within 10 days.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- Military spouses are able to transfer their license via credential if they practiced for 1,000 hours within the previous year. To transfer via credential, spouses must submit both the Professional Background Information Systems (PBIS) application and the Louisiana State Board of Dentistry application. Spouses must also pass a criminal background check and a jurisprudence exam.
- The board meets four times per year, and applications must be received 30 days prior to the next board meeting.
- Spouses may be granted a temporary license to practice while the board is approving their permanent license application or if they need to fulfill additional requirements for licensure.
- Spouses must provide license verification, proof of military status, a copy of their marriage license, and a copy of their military orders when applying for a temporary license.
- Completed applications are typically processed within 30 days once approved by the board.

#### *Massage Therapy*

- Spouses must have been licensed in another state for at least one year, provided proof of passing the national exam, and passed a criminal background check.
- Spouses' applications are not expedited and are typically processed within two to four weeks.

#### *Mental Health Counseling*

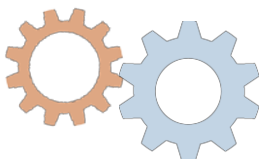
- Spouses who have practiced for at least five years in another state can apply for licensure by endorsement with a completed application, work experience verification, verification of previous license(s), proof of passing the national exam, at least 40 continuing education credits within the previous two years, and proof of military status.
- Applications for military spouses are processed within 30 days, but all applicants can apply for expedited processing if they complete the appropriate application and pay an additional fee. The expedited application is processed within five business days.

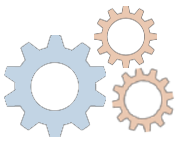
#### *Occupational Therapy*

- Spouses are required to submit a permanent license application but may have the exam and education requirements waived if they held a license in a previous state (depending upon years of practice).
- All applicants can get a temporary permit while they are waiting for the results of the background check. A temporary license is valid for 30-60 days and can be renewed if necessary.
- Application processing time varies, and the board could not specify a timeframe.

#### *Real Estate Commission*

- Military spouses must provide official license verification, which includes pre-licensure education, a detailed work history, and an explanation for any disciplinary action taken.
- Spouses must complete a 30-hour course of Louisiana real estate law and pass a jurisprudence exam. Boards may waive the national portion of the exam.
- Applications are typically processed within one week.



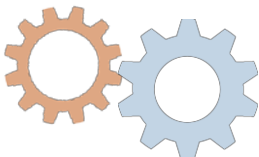


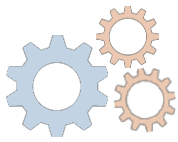
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Advocate for legislation that allows a military spouse to get a temporary license while their application for licensure is being processed and approved, particularly for boards that require longer processing times.
- Advocate for legislation that waives or reduces the application and other fees associated with getting a license in the state of Louisiana.





## MAINE

### Summary of Legislation

Public Law 311 of 2013, “An Act to Facilitate Veterans' and Their Spouses' Access to Employment, Education and Training,” allows occupational licensing boards to offer licensure by endorsement or a temporary license to a spouse of an Active Duty Service member or returning Veteran if they have a comparable license in another state for the remainder of the license term or until they obtain a license in Maine. Boards may allow partial or full exemption from continuing education requirements. This bill also states that as of 2014, occupational licensing boards should have a process to facilitate the licensing of spouses in an expeditious manner.

#### Location of Law:

*Public Law 311* - [http://www.mainelegislature.org/legis/bills/bills\\_126th/chapters/PUBLIC311 .asp](http://www.mainelegislature.org/legis/bills/bills_126th/chapters/PUBLIC311 .asp)

### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

### Results from Data Collection

#### General Findings

- Cosmetology and Mental Health Counseling offer temporary licenses or expedited procedures for military spouses.
- Occupational board staff were unaware of any upcoming changes to legislation.
- No information was available from any board about how many military spouses have transferred their licenses in the last year.

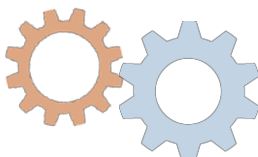
#### Findings Specific to Each Board

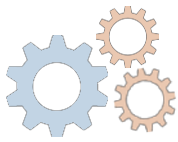
##### *Cosmetology*

- Military spouses must have graduated from a training program with 1,500 hours or have 2,500 hours of experience, passed a written and practical exam, and submitted license verification.
- The process to transfer a cosmetology license can take several weeks; however, spouses' applications can be expedited and processed within a couple of weeks.

##### *Dental Hygiene*

- Spouses must have at least three years of experience. They must also provide license verification(s), education certification, passing scores on the National Board Dental Hygiene Examination (NBDHE) and the Northeast Regional Board Examination, current cardiopulmonary resuscitation (CPR) certification, proof of passing a criminal background check, and results from a National Practitioner Data Bank (NPDB) self-query.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- Spouses must complete a jurisprudence exam and undergo an interview with the board.
- Completed applications are typically processed within two business days.

#### *Massage Therapy*

- Military spouses must have graduated from an accredited program, passed the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) or the Massage & Bodywork Licensing Examination (MBLEX), and submitted license verification from previous state(s).
- Spouses must pass a criminal background check and have a current first aid and CPR certification.
- Completed applications are typically processed within two to three weeks.

#### *Mental Health Counseling*

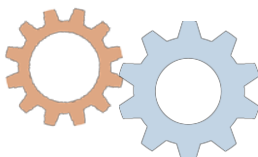
- Spouses licensed in another jurisdiction have two options to transfer their licenses. Spouses with five years of experience may apply via the “Substantially Equivalent License” option, and spouses with qualifications similar to Maine’s can apply via the “Substantially Similar Qualifications” option.
- Spouses who apply via the “Substantially Equivalent License” option must provide license verification with a copy of their license, official transcripts, a copy of relevant licensing laws and rules from the licensing state, a disclosure statement, and a completed criminal background check.
- Spouses who apply via the “Substantially Similar Qualifications” option must provide license verification, official transcripts with internship hours, passing scores on the National Counselor Examination (NCE), a disclosure statement, and a completed criminal background check.
- The board may issue a temporary license to a spouse while they wait for a permanent license to be issued.
- Completed applications are typically processed within two to three weeks.

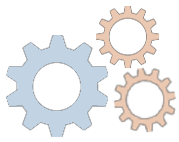
#### *Occupational Therapy*

- Spouses must have graduated from an accredited program, passed the National Board of Certification in Occupational Therapy (NBCOT) exam, and submitted license verification.
- Completed applications are typically processed within two to three weeks.

#### *Real Estate Commission*

- Spouses must have an active license in good standing and be affiliated with a real estate agency to qualify for a non-resident reciprocal license. Spouses must also take a jurisprudence exam.
- Completed applications are typically processed within a week.



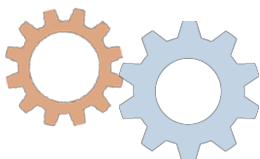


## Military Spouse Licensure Portability Examination State Report

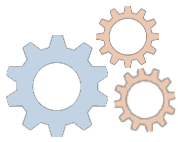
### Recommendations

#### Future efforts could:

- Encourage licensing boards to issue temporary licenses or offer an expedited procedure for military spouse applicants as most boards did not offer these options despite current legislation.
- Advocate for legislation that waives or reduces the initial application fee for military spouses.







# MARYLAND

## Summary of Legislation

The “Veterans Full Employment Act of 2013,” took effect in 2013 and allows licensing boards to expedite the application process for military spouses of an Active Duty Service member of the United States Armed Forces who are assigned to a duty station in Maryland. Spouses of a deceased Veteran also qualify if they apply within one year from the date the Service member died. Licensing boards may also provide temporary licenses, which are valid for six months from the date of issuance. Temporary licenses allow applicants to complete any additional requirements for licensure. Spouses must complete an application and pay the appropriate fee, provide proof of military status, have a valid license in good standing, provide proof of marriage, complete a criminal background check, and apply for full licensure. Each licensing unit must publish the expedited process on their website.

### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

### Location of Bill:

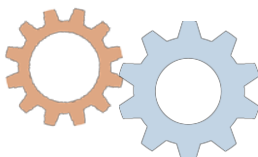
*Veterans Full Employment Act of 2013 –*

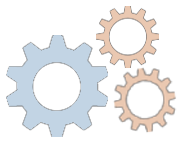
[http://mgaleg.maryland.gov/2013RS/Chapters\\_noln/CH\\_155\\_hb0225e.pdf](http://mgaleg.maryland.gov/2013RS/Chapters_noln/CH_155_hb0225e.pdf)

## Results from Data Collection

### General Findings

- Specific military spouse applications for temporary and expedited applications for real estate and cosmetology licenses are located on the Department of Labor, Licensing & Regulation website, and a specific point person is listed on this website.
- The Boards of Cosmetology, Dental Hygiene, Mental Health Counselors, and the Real Estate Commission expedite military spouse applications.
- The Board of Massage Therapy waives fees associated with initial licensing.
- Dental hygienists are assigned an advisor to assist in the application process
- Occupational board staff were unaware of upcoming changes to policy or legislation.
- The boards did not report any exceptions to the process of transfer for licenses.
- Little information was available about how many military spouses have transferred their licenses in the last year.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### Findings Specific to Each Board

##### *Cosmetology*

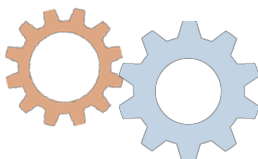
- Spouses must have completed a 1,500-hour training program or trained as a registered apprentice for at least 24 months at a licensed beauty school. Spouse must have also passed a written and practical exam and provide license verification. If previous license requirements are equivalent, the board may waive exam requirements.
- Spouses' applications are expedited, and completed applications are typically processed within two weeks.
- A one-time temporary license valid for nine months can be obtained while spouses complete state requirements for permanent licensure.
- The process to transfer a cosmetology license through reciprocity takes up to four weeks.

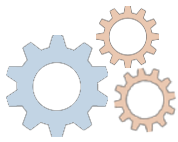
##### *Dental Hygiene*

- Spouses must provide license verification and clinical exam scores. Spouse must also have either passed the National Dental Hygiene Examination or been actively practicing for three years with an average of 450 hours per year.
- Military applicants are assigned an advisor to assist with the application process.
- The board reviews completed applications the first and third Wednesday of each month.
- Staff at the board reported that between three to four military spouses applied for licenses within the last year.

##### *Massage Therapy*

- Spouses must indicate their military status on the application and provide proof of military affiliation.
- Spouses must have graduated from an accredited program and passed the Massage & Bodywork Licensing Examination (MBLEx) or National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) exam. They also must submit license verification(s) and provide three professional references.
- The application and jurisprudence exam fees are waived for military spouses.
- Completed applications are typically processed within 45 to 60 days. The board requires that applications be submitted 30 days prior to the exam date, but the board will work with military spouses who cannot meet this requirement.
- The board reported that 14 military Veterans and/or spouses applied for licenses within the last year.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Mental Health Counseling*

- Military spouses with a minimum of three years of experience and 3,000 supervised hours must provide official transcripts, license verification with a copy of their license, three professional experience verification forms from employers, supervisors or colleagues, and passing scores on the National Counselors Examination of the National Board for Certified Counselors, and practice under the supervision of an approved provider.
- Spouses with less than 3 years of experience and 3,000 supervised hours must provide official transcripts, meet the educational requirements, passing scores in the National Counselors Examination of the National Board for Certified Counselors.
- Spouses must take a jurisprudence exam, which is administered twice a month by the board.
- Completed applications are typically processed within 60 days. Spouse applications may be expedited and processed in less than 60 days.

#### *Occupational Therapy*

- Military spouses must have passed the National Board of Certification in Occupational Therapy (NBCOT) exam or meet continuing education requirements, provided license verification(s), and passed a jurisprudence exam.
- Completed applications are typically processed within a few business days.

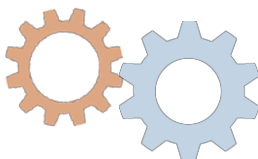
#### *Real Estate Commission*

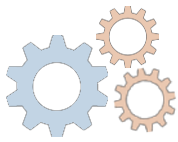
- Military spouses who provide license verification may have educational requirements waived, but are required to take a jurisprudence exam.
- Completed applications are typically processed within 14 to 30 business days. Spouse applications may be expedited and processed sooner if spouses indicate their military status to the board.
- The board reported that about 12 military spouses have transferred their license within the past year.

### Recommendations

#### Future efforts could:

- Advocate for legislation that provides support for temporary licenses for military spouses licensed in another state as most boards do not offer a temporary license option for spouses.
- Provide training to staff at occupational boards regarding licensing legislation for military spouses as many staff were unaware of current legislation for military spouses.





# MASSACHUSETTS

## Summary of Legislation

The “Veterans’ Access, Livelihood, Opportunity and Resources Act (VALOR Act)” was enacted in 2013. This act allows boards to expedite the licensing process for spouses of an Active Duty Service member or Veteran if, due to a military transfer, the spouse left employment to accompany a Service member spouse relocated to Massachusetts. The VALOR Act II was signed into law in 2014, and allows licensing boards to waive application fees for military spouses. Spouses must complete an affidavit form and submit it with their application materials.

Location of Bills:

VALOR Act - <https://malegislature.gov/Laws/SessionLaws/Acts/2012/Chapter108>

VALOR Act II - <https://malegislature.gov/Laws/SessionLaws/Acts/2014/Chapter62>

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

## Results from Data Collection

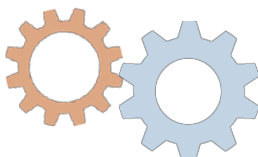
General Findings

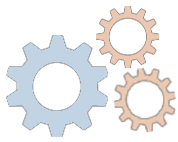
- The Boards of Massage Therapy, Dental Hygiene, Mental Health Counselors, and Occupational Therapy have expedited procedures for military spouses.
- The Boards of Cosmetology, Dental Hygiene, Occupational Therapy, and the Real Estate Commission waive the initial licensing fee.
- Legislation states that for a spouse to be eligible for an expedited license they had to have left employment. Most boards followed this requirement while others allowed spouses who did not leave employment to apply under the expedited procedures as long as they had a current license in another state.
- Staff at occupational licensing boards were unaware of any changes to policy or new legislation about military spouse license portability.

Findings Specific to Each Board

*Cosmetology*

- Spouse applications are given priority processing and the application fee is waived when they present proof of military status and submit a signed affidavit.
- Spouses are required to take a written and practical exam in the state of Massachusetts and can get a temporary license while they wait to take the exams.
- Once the board receives an application, it takes a couple of weeks to review and schedule the exams. Licenses are issued within a couple days after the applicant passes the practical and written exams.
- The board reported that 10 spouses have transferred their licenses within the last year.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- Spouse applications are given priority processing and the application fee is waived when they present proof of military status and submit a signed affidavit; both are still offered even if a spouse did not leave current employment.
- Spouses must have graduated from an accredited dental program, passed the National Dental Hygiene Examination and clinical competency exam, practiced for at least one year, and submitted letters of good standing from each state in which they previously held a license. They must also hold current cardiopulmonary resuscitation (CPR) certification.
- Completed applications are typically processed within one week.
- The board reported that about 12 spouses have transferred their licenses within the last year.

#### *Massage Therapy*

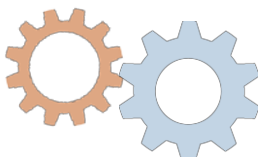
- Spouses must submit the military spouse affidavit form with proof of military status and marriage with their initial application for licensure.
- Spouses must have graduated from an accredited program, passed the Massage & Bodywork Licensing Examination (MBLEX), and submitted license verification.
- Spouse applications are expedited and typically processed within two to three weeks.

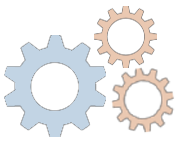
#### *Mental Health Counseling*

- Spouses must complete the military spouse affidavit and provide required proof of military affiliation and marriage.
- Spouses who have a license in good standing in another state and have been actively practicing for at least three years can apply for a reciprocal license if they graduated from an accredited program (must have completed a minimum of 60 credit hours) and submit license verification(s) and passing National Clinical Mental Health Counseling *Exam* (NCMHCE) scores.
- Applications are expedited for military spouses and are typically processed within two months, but spouses can begin the application process prior to moving to Massachusetts.

#### *Occupational Therapy*

- This board does not require a spouse to have left employment to apply via military status if they have a current license in another state. The application fee is waived for military spouses with a signed affidavit and proof of military status.
- Spouses must have graduated from an accredited program, passed the National Board of Certification in Occupational Therapy (NBCOT) exam, and provided license verification.
- Applications are expedited for military spouses, and completed applications are typically processed within three weeks.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

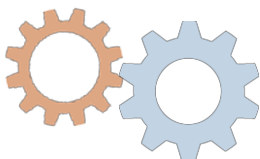
#### *Real Estate Commission*

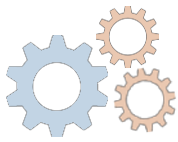
- Spouses licensed in another jurisdiction must provide a certified record of their license history and license verification. Spouses with a current license may have the pre-licensing course requirements waived but must take a jurisprudence exam.
- Once all course and exam requirements are complete, applications can be processed within a couple days, and application fees are waived for military spouses.

### Recommendations

#### Future efforts could:

- Provide training for occupational licensing boards regarding what legislative requirements spouses must meet to qualify for an expedited or temporary license.
- Continue to support legislation that encourages boards to offer reduced or waived initial licensing fees.





## MICHIGAN

### Summary of Legislation

Act 299, Section 339.213 became effective in 2014. This bill requires occupational licensing boards to provide military spouses with a temporary license if they have a current license in good standing, provide proof of marriage to a Service member assigned to a duty station in Michigan, and pass a criminal background check. A temporary license is valid for six months and may be renewed once if spouses need additional time to fulfill the licensing requirements.

Location of Bill:

Act 299, Section 339.213 - <http://legislature.mi.gov/doc.aspx?mcl-339-213>

#### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process
<input type="radio"/> Not addressed in legislation <input checked="" type="radio"/> Addressed in legislation	

### Results from Data Collection

#### General Findings

- The Board of Cosmetology waives the initial application fee for military spouses.
- The Boards of Dental Hygiene, Massage Therapy, and Occupational Therapy offer expedited procedures for military spouse applications.
- Occupational board staff were unaware of any new or upcoming changes to legislation.

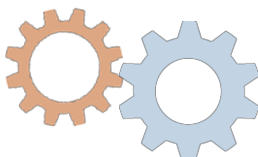
#### Findings Specific to Each Board

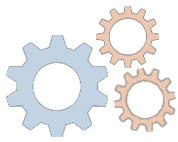
##### *Cosmetology*

- Spouses who provide proof of military status may have application fees waived.
- Spouses must have graduated from an accredited program with at least 1,500 hours of training or completed a two-year apprenticeship, passed the theory and practical exams, and submitted a notarized affidavit with education and employment history.
- Completed applications are typically processed within a couple of weeks.

##### *Dental Hygiene*

- Spouses licensed in another state who have been practicing for at least three years must submit license verification that contains no disciplinary action and complete a criminal background check.
- Spouses licensed in another state who have been practicing for less than three years must submit license verification that contains no disciplinary action, official transcripts, passing scores on the National Dental Hygiene Examination, passing scores on a clinical examination, and complete a criminal background check.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- Military spouses can apply for a temporary license if they provide proof they are married to an Active Duty Service member assigned to Michigan, have a current license in good standing, and pass a criminal background check.
- Completed temporary applications are reviewed by the board every other month and military spouse applications are expedited. Completed military spouse applications typically take between four to six weeks to be processed.
- No spouses have applied for a temporary military license within the last year.

#### *Massage Therapy*

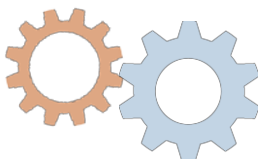
- Military spouses licensed in another state with at least five years of experience must provide license verification and proof of passing the Massage & Bodywork Licensing Examination (MBLEx) exam. Spouses will also need to pass a criminal background check.
- Spouses licensed in another state for less than five years must also provide proof of education.
- Completed applications are typically processed within four weeks, and the board may expedite military spouses' applications, if necessary.

#### *Mental Health Counseling*

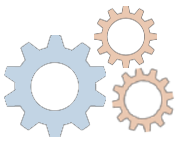
- Spouses with a current license with a minimum of five years of experience can apply for licensure by endorsement with license verification and a background check.
- If spouses have less than five years of experience, they must also provide official transcripts from an accredited program (with at least 48 semester hours and 600 hours of supervised internship practicum experience), a certification of education form, proof of passing the National Counselor Examination (NCE), and proof of work experience.
- Spouses can apply for a limited license if they meet the educational and exam requirements but do not have enough client contact hours for full licensure.
- Temporary licenses are available for military spouses but are rarely given.
- Spouse applications are not expedited and staff at the board reported that the typical length of time to issue a license is unknown.

#### *Occupational Therapy*

- Spouses who have practiced for a minimum of five years must provide license verification, National Board of Certification in Occupational Therapy (NBCOT) exam scores, a criminal background check, and jurisprudence exam scores.
- Spouses with less than five years of experience must also provide proof of graduating from an accredited program.
- Completed applications are typically processed within four weeks, and the board may expedite military spouses' applications if necessary.







## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

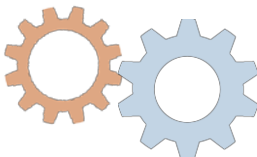
#### *Real Estate Commission*

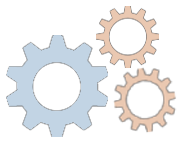
- Military spouses must apply for full licensure, complete the required pre-licensure education courses, and pass a jurisprudence exam.
- Completed applications are processed within three weeks.

### Recommendations

#### Future efforts could:

- Encourage legislation that expedites licensing procedures for military spouses licensed in another state.
- Provide more training for board staff regarding the temporary license for military spouses as board staff were aware of legislation that supports temporary licenses but could not provide detailed information.





# MINNESOTA

## Summary of Legislation

House Bill 3172, effective in 2014, allows licensing boards to issue a temporary license or expedite applications for military spouses of Active Duty Service members. Spouses must have a current, valid license with no disciplinary action and pass a criminal background check. Temporary licenses are valid for a length of time determined by each board.

Location of Bill:

House Bill 3172 - <http://wdoc.house.leg.state.mn.us/leg/LS88/HF3172.3.pdf>

## Results from Data Collection

General Findings

- The current transfer of license process is similar for all new residents to Minnesota.
- The Boards of Cosmetology, Counseling, and Occupational Therapy offer temporary licenses to military spouses.
- There is no statewide Massage Therapy Board.
- Occupational board staff were unaware of any upcoming changes to legislation.
- No information was available about how many military spouses have transferred their licenses in the last year.

Findings Specific to Each Board

*Cosmetology*

- Spouses can apply for a temporary license by completing an application, providing proof of military status, and submitting a copy of their current license. A temporary license is valid for one calendar year and cannot be renewed.
- Spouses must apply for licensure through the standard application process prior to the temporary license expiring.
- Temporary license applications are processed within five business days.

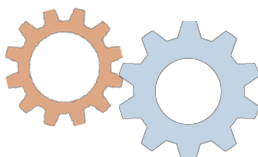
*Dental Hygiene*

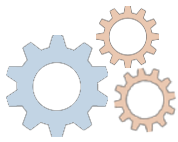
- Spouses who have at least 2,000 hours of experience within the previous 36 months must provide proof of passing a clinical exam and complete a criminal background check. Spouses must also interview with the Credentials Committee of the board.
- If spouses do not meet the experience requirement, they may complete a board approved re- entry course.
- Interviews with the Credentials Committee are held monthly. Licenses approved by the committee are issued immediately following the interview.

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Massage Therapy*

- There is no statewide board for massage therapy. Spouses need to contact the city clerk to inquire about specific city requirements. An inquiry was made with the city clerk's office of a major metropolitan city in the state of Minnesota regarding the requirements necessary to practice massage therapy within the city. This city only required an application for a permit to set up practice and did not have specific licensing requirements.
- The Office of Unlicensed Competency and Alternative Health Care Practice oversees disciplinary actions when required.

#### *Mental Health Counseling*

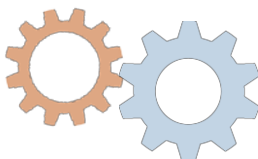
- Spouses who indicate their military status can be issued a temporary license while they apply for permanent licensure. Currently, no specific application or process is in place.
- Spouses must have graduated from an accredited program (minimum of 48 credit hours) with 700 supervised field experience hours and have 2,000 hours of post-degree supervised experience.
- Requirements for the criminal background check are changing and the board was unsure how this would affect the application processing time. Currently, licenses are reviewed and approved on an ongoing basis and are issued the first of each month.

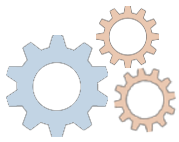
#### *Occupational Therapy*

- Military spouses must have graduated from an accredited program, passed the National Board of Certification in Occupational Therapy (NBCOT) exam, and provided license verification.
- Temporary licenses are available for spouses licensed in another state who have passed the NBCOT exam if the spouse submits a signed affidavit affirming they have an unrestricted license. A Temporary license is valid for 90 days and can be renewed for one additional 90-day term.
- Completed applications are typically processed within 5 to 30 business days. Temporary licenses are typically processed within five to ten business days.

#### *Real Estate Commission*

- Spouses licensed in a reciprocal state (Colorado, Iowa, Nebraska, North Dakota, South Dakota, and Oklahoma) must submit an application, pay the application fee, and provide license verification.
- If licensed in a non-reciprocal state, spouses will need to take 30-hours of pre-licensing courses, pass the state portion of the law exam, complete an application, pay the licensing fee, and provide license verification.
- Completed applications are typically processed within 10 business days.



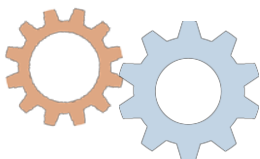


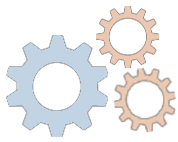
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Encourage boards to establish processes for granting temporary licenses as only one board currently has a specific application for military spouses seeking a temporary license.
- Advocate for legislation that allows boards to reduce or waive the initial licensing fee for military spouses.





## MISSISSIPPI

### Summary of Legislation

Senate Bill 2419, effective in 2013, allows occupational licensing boards to issue licenses to military spouses with a current equivalent license in good standing. Spouses must complete an application and pay the licensing fee, demonstrate competency through continuing education or recent experience (a minimum of two years of experience within the last five years), provide license verification, and pass a criminal background check (if required). Regulation Part 2601, Chapter 7 (Rule 7.1), "Expedited Licensure," was adopted July 10, 2014, and allows medical licensing boards to expedite military spouse applications and issue temporary licenses; this bill only encompasses dental hygiene.

#### Location of Bills:

Rule 7.1 - <http://sos.ms.gov/ACProposed/00020631b.pdf>

Senate Bill 2419 - <http://billstatus.ls.state.ms.us/documents/2013/html/SB/2400-499/SB2419PS.htm>

### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

### Results from Data Collection

#### General Findings

- The application process is similar for all applicants moving to the state of Mississippi.
- Only the Board of Dentistry issues temporary licenses to military spouses.
- Occupational board staff were unaware of any upcoming changes to legislation.
- Little information was available about how many military spouses have transferred their licenses in the last year.

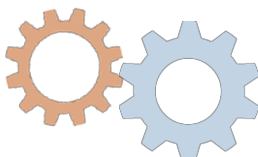
#### Findings Specific to Each Board

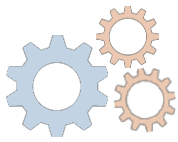
##### Cosmetology

- Spouses must first provide proof of training and certification of their license record to complete an eligibility interview (held weekly) prior to beginning the application process.
- Spouses must have completed at least 1,500 training hours, passed a theory and practical exam, and provided license verification(s).
- Completed applications are typically processed within one week.

##### Dental Hygiene

- Military spouses can be issued a temporary license while meeting licensing requirements and applying for a permanent license. This non-renewable license is valid for one year.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- Spouses with five years of experience must have graduated from an accredited program, passed the National Dental Hygiene Examination, passed a state or regional clinical exam, and provided license verification(s). In addition, spouses will need to pass a jurisprudence exam and interview with the board.
- Completed temporary license applications must be reviewed by the board and are typically processed within 30 days.

#### *Massage Therapy*

- Spouses with experience for at least two of the preceding five years must provide passing Massage & Bodywork Licensing Examination (MBLEx) or the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) scores, proof of a high school education, and current first aid and cardio-pulmonary resuscitation (CPR) certification. Spouses may also need to provide proof of marriage to an Active Duty Service member.
- Completed applications must be approved by the board and can take up to 45 days to be processed.

#### *Mental Health Counseling*

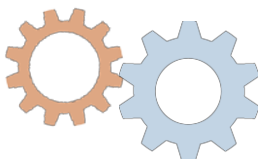
- Spouses must submit supervision verification, official transcripts, license verification, and passing scores on either the National Counselor Examination (NCE) or the National Clinical Mental Health Counselor Examination for Licensure or Certification (NCMHCE). Spouses will also need to complete a criminal background check.
- The board may honor licensing criteria met in another state if requirements are “substantially equivalent” to those in Mississippi. This is determined on an individual basis by the board.
- Staff at the board reported that the application processing time is unknown.
- Fewer than five military spouses have applied for licensure within the last year.

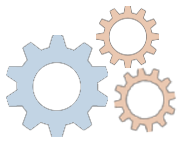
#### *Occupational Therapy*

- The application process is similar for all applicants; spouses must provide verification of education and training, passing National Board of Certification in Occupational Therapy (NBCOT) exam scores, and license verification(s).
- Completed applications are typically processed within one to three business days.

#### *Real Estate Commission*

- Spouses licensed in another state who provide license verification may be exempt from taking the national and state portions of the salesperson exam if the commission determines that the examination taken in the previous state is equivalent to Mississippi’s real estate exam.
- Spouse applications are expedited, and are typically processed within three to five business days.



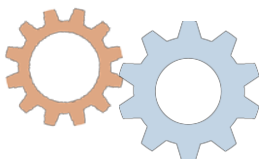


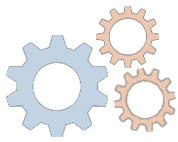
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Advocate for staff training since many boards were unaware of any legislation for military spouses while others were able to cite specific regulations.
- Encourage licensing boards to provide military spouses with temporary licenses for boards who require processing time greater than two weeks.





## MISSOURI

### Summary of Legislation

House Bill No. 136 became effective in 2011 and underwent revisions in 2016. This bill allows licensing boards to issue a temporary license to a non-resident military spouse of an Active Duty Service member if they hold an equivalent and current license in good standing, have actively practiced for two of the five previous years, and have passed a criminal background check (if required). Temporary licenses are valid for 180 days and may be extended.

Location of Bill:

House Bill No. 136 - <http://www.moga.mo.gov/mostatutes/stathtml/32400000081.HTML>

### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process
<input type="radio"/> Not addressed in legislation <input checked="" type="radio"/> Addressed in legislation	

### Results from Data Collection

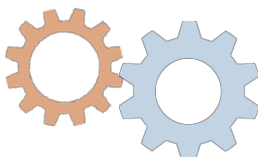
General Findings

- Despite legislation, only the Real Estate Commission and Board of Cosmetology offer military spouses a temporary license.
- The boards reported no exceptions to the process of transfer of a license, and the application process was similar for all applicants in Missouri.
- The Board of Cosmetology offers expedited procedures for military spouse applications.
- Boards were unaware of any new or upcoming changes to policy regarding military spouse license portability.
- No information was available about how many military spouses have transferred their licenses within the last year.

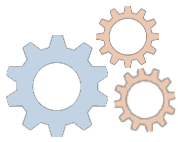
Findings Specific to Each Board

*Cosmetology*

- Spouses with at least two years of experience must provide license verification and must pass a jurisprudence exam; if spouses have less than two years of experience, they must also provide proof of passing a written and practical exam.
- Military spouses can apply for a temporary license by completing the appropriate application and providing proof of military status. Temporary licenses are valid for 180 days and can be renewed once.
- Military spouse applications are expedited. Completed temporary licenses are processed on the day of application while completed reciprocity applications are typically processed within three to five business days.







## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- Spouses with two years of experience must submit official transcripts, passing scores on the National Dental Hygiene Examination and state clinical exam, license verification(s), basic life support certification, and proof of successful completion of the jurisprudence exam.
- Applications are typically processed within one week of passing the jurisprudence exam.

#### *Massage Therapy*

- Spouses must have graduated from an accredited program, passed one of the national exams, provided license verification(s), submitted proof of liability insurance, and passed a background check.
- If the spouses' previous credentialing state has been reviewed and approved by the board, applications are typically processed within one month.

#### *Mental Health Counseling*

- Spouses must have graduated from an accredited program, provided verification of post-degree experience (3,000 hours), passed the National Counselor Examination (NCE), provided license verification(s) from all states in which they have been previously licensed, and pass a jurisprudence exam.
- Applications must be submitted 30 days prior to the next board meeting, and licenses are typically processed within two to three days after board approval.

#### *Occupational Therapy*

- Spouses must provide verification of license(s), pass the National Board of Certification in Occupational Therapy (NBCOT) exam, complete a background check with fingerprints, and pass a jurisprudence exam.
- Completed applications are typically processed within three to five business days.

#### *Real Estate Commission*

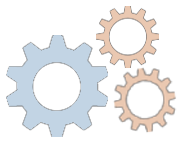
- Spouses must send license verification, complete 24 hours of a pre-licensing course, and pass a jurisprudence exam.
- Spouses who meet licensure qualifications may get a 30-day temporary work permit as they apply for full licensure.
- Completed applications are typically processed within 10 business days.

### Recommendations

#### Future efforts could:

- Encourage licensing boards to allow for temporary licenses or expedited processes for military spouses as most boards do not currently offer these options despite legislation.
- Advocate for legislation that waives the initial licensing fees for military spouses moving to Missouri because of a permanent change of station.





# MONTANA

## Summary of Legislation

House Bill No was enacted in 2011. This bill is not specific to military spouses but allows licensing boards to issue a license by reciprocity to applicants who hold a current equivalent license in another jurisdiction if they affirm they have requested license verification and have not had disciplinary action taken against them. Boards may also issue a temporary practice permit until a permanent license is granted or denied.

Location of Bill:

House Bill 94 - <https://legiscan.com/MT/text/HB94/2011>

## Results from Data Collection

### General Findings

- The current transfer of license process is similar for all new residents to Montana.
- Although the legislation states that boards can issue a license to a spouse with a signed affidavit stating they have requested license verification, licensing boards require receipt of license verification prior to issuing a license.
- The Mental Health Counseling board is the only board that issues a temporary license.
- Occupational board staff were unaware of any upcoming changes to legislation.
- No information was available regarding how many military spouses have transferred their licenses in the last year.

### Findings Specific to Each Board

#### *Cosmetology*

- Spouses licensed in another state must have completed at least 1,500 hours of training or practical experience and provide license verification of a license in good standing and proof of passing the National-Interstate Council of State Boards of Cosmetology (NIC) and practical exams.
- Completed applications are typically processed within four weeks.

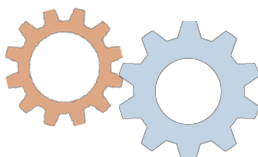
#### *Dental Hygiene*

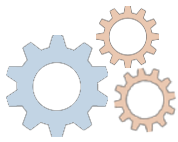
- Spouses who have worked a minimum of 1,000 hours within the previous two years must submit official transcripts, passing scores on the National Dental Hygiene Examination, passing scores on a clinical exam, and license verification(s) from any jurisdiction in which they held a license. In addition, spouses need to have a current cardio-pulmonary resuscitation (CPR) certification, complete a National Practitioner’s Bank Self-query, and pass a jurisprudence exam.
- Completed applications are typically processed within 10 to 15 business days.

### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Massage Therapy*

- Military spouses can apply for licensure by reciprocity if they are moving from a state that has been previously approved by the board. Approved states include New Hampshire, Nebraska, Washington, New York, Georgia, North Dakota, South Dakota, Kentucky, Utah, New Mexico, Ohio, Texas, and Florida.
- Spouses must submit a completed application and provide transcripts, license verification, and two reference letters.
- Spouses previously licensed in a state not approved by the board may appeal to have the board review that state's licensing requirements and statutes or apply for licensure by examination.
- Completed routine applications (those from previously approved states) are typically processed within 10 business days. Non-routine applications must be reviewed by the board and may take over three months to be processed.

#### *Mental Health Counseling*

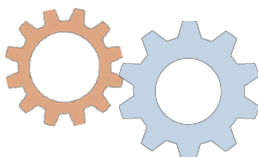
- Military spouses must submit official transcripts, passing scores on the National Counselor Examination (NCE) or the National Clinical Mental Health Counselor Examination for Licensure or Certification (NCMHCE), and an affidavit stating they meet the supervision requirement (3,000 hours). In addition, spouses must submit license verification(s), three reference letters, and a criminal background check.
- Spouses can get a temporary license if they meet supervision requirements and pass a criminal background check with fingerprints. Temporary licenses are valid for one year and are not renewable.
- Completed applications are typically processed within four to six weeks.

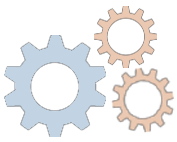
#### *Occupational Therapy*

- Spouses must have graduated from an accredited program, completed six months of supervised experience, passed the National Board of Certification in Occupational Therapy (NBCOT) exam, and provided license verification from all states in which they have been previously licensed.
- Completed applications are typically processed within 30 days.

#### *Real Estate Commission*

- Spouses will need to submit a waiver form to the commission for review. If approved, the spouse can apply for a license by submitting license verification and employment history for the previous 36 months. Each transaction on spouses' employment history is assigned a point value and spouses with more than eight points will be waived from taking the pre-licensing course and the national portion of the exam.
- Spouses must also pass a jurisprudence exam.
- Completed applications are typically processed within 10 to 14 business days.



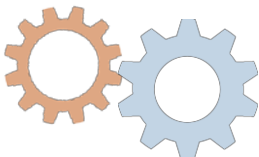


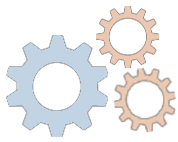
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Encourage boards to offer a temporary practice permit for military spouses, particularly for boards with longer application processing times as only one board currently offers this option.
- Suggest that boards allow spouses to submit a signed affidavit stating they have requested license verification as boards do not currently offer this option although legislation allows for it and this may expedite the licensing process for spouses.





## NEBRASKA

### Summary of Legislation

Legislative Bill 88, “Uniform Credentialing Act,” was passed in 2017. The provisions in this bill do not include licensing pertaining to the Real Estate Commission. The bill indicates that occupational boards shall issue temporary licenses if spouses meet licensing criteria. The temporary license is valid for six months and is nonrenewable.

Location of Bill:

*Legislative Bill 88* - [http://www.nebraskalegislature.gov/bills/view\\_bill.php?DocumentID=31054](http://www.nebraskalegislature.gov/bills/view_bill.php?DocumentID=31054)

### Results from Data Collection

General Findings

- All staff at the boards were aware of the new state legislation. To benefit from the forthcoming bill, spouses must have moved to Nebraska due to a permanent change of station (PCS).
- No information was available about how many military spouses have transferred their licenses in the last year.
- No board had a specific person who served as a point of contact to help military spouses with the application process.

Findings Specific to Each Board

*Cosmetology*

- Spouses must have graduated and passed a licensing exam in another jurisdiction. If a licensing exam was not required in their previous jurisdiction, they must take the licensing exam in Nebraska.
- Spouses must have earned at least 2,100 hours in their cosmetology program or submit proof of work experience for the previous five years. Hours earned after training can be applied to the total minimum hours needed to transfer a license to Nebraska.
- Once the application has been submitted, the process to issue a cosmetology license can take several weeks.

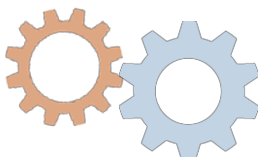
*Dental Hygiene*

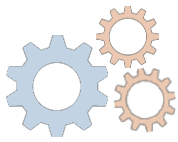
- Spouses can be licensed by reciprocity if they were licensed in another jurisdiction and worked for at least three years, with at least one year of work having occurred in the last three consecutive years.
- Spouses must take a Nebraska jurisprudence exam, and the process to transfer their license can take an average of 30 days.

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Massage Therapy*

- Spouses must have passed the Massage and Bodywork Licensing Examination (MBLEx) or be board certified. In addition, they must have 1,000 combined hours from school, professional practice, or continuing education credits (one year of school or work as a massage therapist equals 100 hours).
- Spouses must document previous education and work experience; the board calls to verify information at their discretion.
- The process to transfer a massage therapy license can take about a week after the application is submitted.

#### *Mental Health Counseling*

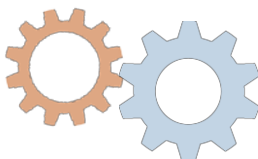
- The requirements to transfer a license are primarily related to obtaining substantially equivalent post-graduation supervision hours. Substantially equivalent hours is defined as “something close” to Nebraska’s requirements. For example, Nebraska requires 3,000 hours of supervised experience. A spouse with substantially equivalent experience might have 2,800 hours.
- The process to transfer a counseling license can take up to several weeks after the application is submitted.

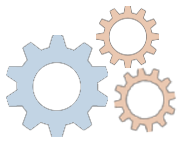
#### *Occupational Therapy*

- If spouses have been in practice in the last three years, they can transfer their license if they submit proof of an occupational therapy degree, supervised hours, and licensure from a previous jurisdiction.
- If they are not currently in practice, they must also submit proof of 50 continuing education credits obtained in the last three years.
- The process to transfer an occupational therapy license can take several weeks once all the documentation is submitted.

#### *Real Estate Commission*

- To transfer their license, spouses must take the License Law Course, a three-hour course from an approved site in Nebraska.
- Spouses must also complete a certificate of license history that is no more than 30 days old when they apply.
- The process takes two to three months after the application is submitted.



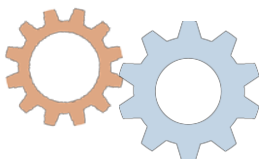


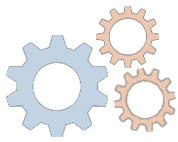
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Advocate for a separate bill to be introduced that addresses portability of real estate licensure for military spouses.
- Encourage modifications to the upcoming bill to allow for temporary licenses to expire in 12 months instead of six months to provide more time to meet necessary requirements for permanent licensure.





## NEVADA

### Summary of Legislation

House Bill 89 was enacted in 2015; occupations that are covered by the bill are not specified. To benefit from HB 89, spouses must be married to an Active Duty Service member or a Veteran, or be a surviving spouse of a Veteran. The bill indicates that an occupational board can issue a license to a military spouse by endorsement but is not required to do so. The bill also indicates that if additional information is needed from spouses after they submit their application, boards shall provide written notice no later than 15 business days after receiving a spouse’s application. Further, the bill states that the board *shall* approve or deny the application within 45 days of receiving the application and all supplemental materials or 10 days after receiving results from a criminal background check when applicable.

#### Location of Bill:

*House Bill 89* - <https://www.leg.state.nv.us/App/NELIS/REL/78th2015/Bill/1319/Text>

### Results from Data Collection

#### General Findings

- Occupational board staff were aware of state legislation related to military spouse licensure portability, but only Dental Hygiene, Mental Health Counseling, and Occupational Therapy boards had specific procedures that eased the process of transfer for military spouses.
- The Occupational Therapy board is the only board to grant a temporary license while waiting for all pertinent information to be submitted.
- No information was available from any board about how many military spouses have transferred their licenses in the last year.
- No board had a specific person who served as a point of contact to help military spouses with the application process.

#### Findings Specific to Each Board

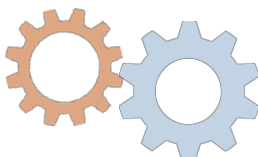
##### *Cosmetology*

- To transfer their licenses, spouses must submit verification of their license that was issued in another state and pass a 25-question exam based on Nevada laws for the practice of cosmetology.
- Once spouses submit their license verification form and pass the state exam, they are issued a license the same day.

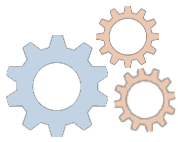
#### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation







## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- Spouses must have graduated from an accredited program and passed a clinical examination to be eligible to transfer their license to Nevada.
- Spouses' applications are "fast-tracked." Once they submit an application, they are given a permanent license and have 90 days to submit their supplemental information (e.g., transcripts, proof of clinical exam).

#### *Massage Therapy*

- To transfer their license, spouses must have graduated from an accredited program, passed a national exam, submitted verification of licenses from all states in which they were previously licensed, and submitted a criminal background check.
- After spouses submit their applications and supplemental materials, a permanent license is granted in three to five months as this is about the length of time necessary to verify spouses have met all the requirements.
- There is no temporary license granted while spouses wait for their supplemental materials to be verified.

#### *Mental Health Counseling*

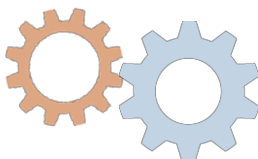
- Spouses must have a graduate degree from an accredited program and passed the national exam as well as have two years of postgraduate work and 3,000 hours of supervised experience.
- The board expedites spouses' applications by prioritizing the review of their applications.

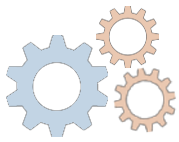
#### *Occupational Therapy*

- Spouses must submit verification of all licenses they have held for the previous five years.
- Spouses' applications are expedited and application fees are reduced. They must submit a separate form indicating their spouses' military status in order for their application to be expedited.
- Upon submitting their applications, spouses are granted a temporary license until their application and supplemental materials are verified. The temporary license lasts six months and may be renewed for an additional six months.
- Once spouses' materials are submitted and verified, it takes an average of three days to issue their permanent license.

#### *Real Estate Commission*

- Spouses must submit proof that they hold a real estate license in good standing in another jurisdiction as well as pass a national and Nevada state jurisprudence exam.
- Nevada requires 90 hours of pre-license education credits, and the board accepts education credits from previous states.



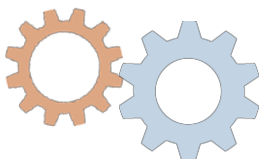


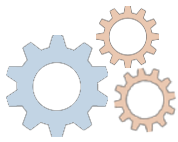
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Collaborate with state legislators to modify HB 89 to read that occupational boards shall facilitate the process of transfer by endorsement, temporary license, or expedited application.
- Encourage broader dissemination of the contents of HB 89 to occupational boards to improve staff's understanding and application of the bill.





# NEW HAMPSHIRE

## Summary of Legislation

Revised Statutes of New Hampshire, Chapter 117 (RSA 332-G:7), enacted in 2014, requires boards to facilitate the issuance of licenses, certificates, and registrations for spouses of members of the Armed Forces who were subject to a military transfer. The issuance of licenses is contingent on the “opinion of the board” as to whether the spouses’ previous requirements of licensure are substantially equivalent. In addition, to be eligible, spouses must have left employment in a previous jurisdiction when they moved to New Hampshire.

Location of Statute:

Chapter 117 - <http://www.gencourt.state.nh.us/rsa/html/XXX/332-G/332-G-7.htm>

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

## Results from Data Collection

General Findings

- Occupational Therapy board staff were aware of state legislation related to military spouse licensure portability, but staff at other boards were not aware.
- Some boards grant a temporary license while waiting for all pertinent information to be submitted while others do not.
- No information was available from any board about how many military spouses have transferred their licenses in the last year as most boards do not ask about military affiliation.
- No board had a specific person who served as a point of contact to help military spouses with the application process.

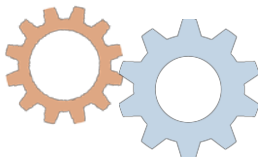
Findings Specific to Each Board

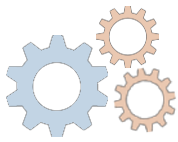
*Cosmetology*

- Licenses are transferred by reciprocity. Spouses must submit verification of license, education, and previous training from another jurisdiction.
- Once the verification paperwork is submitted, spouses are issued a license on the same day.

*Dental Hygiene*

- Spouses are eligible to transfer their licenses via endorsement if they have a current license in good standing and have practiced within the last three years.
- Spouses must submit verification of their previous licenses and complete a state jurisprudence exam.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- Once all application materials have been approved, spouses are issued a permanent license in about two weeks.

#### *Massage Therapy*

- Licenses are transferred by reciprocity. Spouses must submit verification of license from another jurisdiction, education, and 1,500 hours of training (or 3,000 hours of work experience).
- Once the verification paperwork is submitted, spouses are issued a license on the same day.

#### *Mental Health Counseling*

- To transfer their licenses, spouses must submit verification they have met educational, examination, and supervision requirements in a previous jurisdiction.
- Once all application materials have been approved, spouses are issued a permanent license in one to two months.

#### *Occupational Therapy*

- Spouses who have not had an active license within the last 10 years must apply for licensure as a new applicant.
- Spouses who have active licenses must submit verification of their previous licenses, including verification that they have passed the National Board of Certification in Occupational Therapy (NBCOT) exam, and complete a criminal background check. Once their materials are determined to be in good standing, a permanent license is issued in five to seven business days.

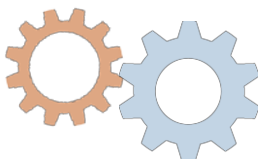
#### *Real Estate Commission*

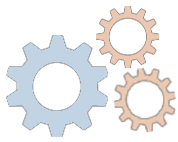
- Spouses from Maine, Vermont, Massachusetts, and Georgia have reciprocity for their real estate license and benefit from licensure by endorsement. Spouses from other jurisdictions must submit verification of real estate training and education as well as pass the jurisprudence exam.
- Once spouses submit their applications, permanent licenses are issued in one to two weeks.

### Recommendations

#### Future efforts could:

- Collaborate with state legislators to amend the bill to include clarity about how occupational boards are to facilitate a licensure via endorsement for military spouses.
- Consider revising the existing bill to include temporary or provisional licenses for board approval processes that take more than 30 days.





# NEW JERSEY

## Summary of Legislation

Public Law 2013, Chapter 264 to the New Jersey General and Permanent Statutes was approved in 2014 and states that occupational boards shall issue licenses to military spouses who meet New Jersey state requirements for licensure. However, issuance of licensure is at the discretion of the board. In addition, the law indicates that each board must establish criteria to issue a temporary license to military spouses until their eligibility for a permanent license is determined.

Location of Statute:

Public Law 2013, Chapter 264 – [http://www.njleg.state.nj.us/2012/Bills/PL13/264\\_.HTM](http://www.njleg.state.nj.us/2012/Bills/PL13/264_.HTM)

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

## Results from Data Collection

General Findings

- Staff at the Cosmetology and Mental Health Counseling boards were aware of state legislation about military spouse licensure portability, but staff at the Massage Therapy, Dental Hygiene, and Occupational Therapy boards and Real Estate Commission were not aware.
- None of the boards indicated there was a point of contact or unique process for military spouses.
- Staff at the Cosmetology board indicated one military spouse had inquired about license transfer in the last year. None of the other boards had data on inquiries from military spouses.

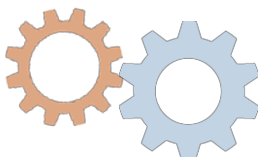
Findings Specific to Each Board

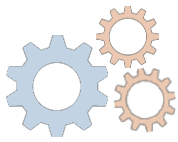
*Cosmetology*

- To transfer licenses, spouses must submit verification of their previous license as well as proof of 1,200 hours of education or 3 years of work experience.
- Once the application has been approved, it takes two to four weeks for a permanent license to be issued.

*Dental Hygiene*

- Spouses are eligible to transfer their licenses by credential, which is similar to reciprocity. They must submit verification of previous license, including proof they passed all required examinations for that state.
- Spouses must also take a New Jersey jurisprudence course, which is online. Once they have submitted their complete application, licenses are issued in about two weeks.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Massage Therapy*

- Spouses from the following states are eligible to transfer their licenses via reciprocity: Alabama, Colorado, Connecticut, Florida, Hawaii, Iowa, Illinois, Maryland, Massachusetts, Michigan, New York, North Carolina, Ohio, Pennsylvania, South Carolina, Texas, Virginia, and Washington, D.C. Transfer by endorsement involves submitting proof of an active license that is in good standing.
- Spouses who move from states that are not eligible for endorsement must submit verification of license and proof of education from an accredited institution.
- Once the application is submitted, the approval process can take about 12-16 weeks, and spouses are issued a permanent license once their application is approved.

#### *Mental Health Counseling*

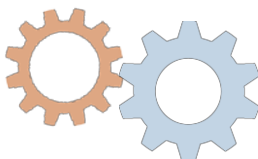
- Spouses are eligible to transfer their licenses via endorsement if they have been licensed for the past five years and have met requirements in the previous jurisdiction that are substantially equivalent to New Jersey's requirements. For example, the board requires 4,500 supervised hours, but spouses who only have 3,000 hours can be eligible if they have also been in practice the last two years.
- Once spouses submit a completed application (e.g., graduate school transcripts, verification of previous license), their transfer is approved within 45 days.

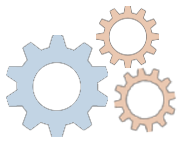
#### *Occupational Therapy*

- Spouses are not eligible for transfer of license by endorsement or reciprocity. Also, their applications are not expedited.
- To transfer a license, spouses must submit certificates of good moral character, verification of their previous licenses, and passing scores of the National Board of Certification in Occupational Therapy (NBCOT) exam.
- Once an application is complete and submitted, licenses are issued in eight to ten weeks.

#### *Real Estate Commission*

- Spouses need to provide verification that they are eligible to transfer their license by showing proof of pre-licensure education (75 hours) and an active license for three years that is in good standing.
- If they do not have 75 hours of pre-licensure education from a previous jurisdiction, spouses must participate in further education credit hours until they reach 75 hours.
- Spouses must also take both a national and New Jersey jurisprudence exam. Once the application is submitted, it typically takes one to two months to issue the license.



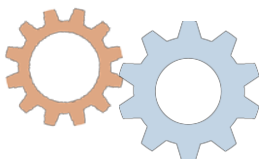


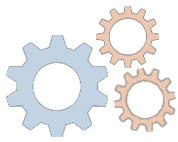
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Promote an amendment to SB 2544 that includes rules that expedite the process of license transfer for military spouses.
- Encourage staff at occupational boards to establish licensure via endorsement for a wider range of professions that frequently employ military spouses.





## NEW MEXICO

### Summary of Legislation

Enacted in 2013, House Bill 180 applies to spouses of Active Duty and Reserve Service members as well as spouses of Veterans who have separated from military service within the preceding two years. The bill indicates that occupational boards shall expedite issuance of licenses as soon as all required information for the application has been verified. Licenses that are issued under this bill are not intended to be temporary.

Location of Bill:

*House Bill 180* - <https://www.nmlegis.gov/Sessions/13%20Regular/final/HB0180.pdf>

### Results from Data Collection

General Findings

- Staff at all occupational boards were aware of state legislation related to military spouse licensure portability.
- The Cosmetology board has policies that expedite military spouses' applications.
- Staff at the Massage Therapy board knew of one or two military spouses who applied to transfer their licenses in the allied health occupations in the past year. None of the other boards had any information about how many military spouses have transferred their licenses in the last year.
- No board had a specific person who served as a point of contact to help military spouses with the application process.

Findings Specific to Each Board

*Cosmetology*

- To transfer a license, spouses must have 1,600 training hours; however, they may apply work history as a substitute for training hours as six months of employment is equivalent to 150 hours of training. They must also submit verification of education and a previous license and pass the New Mexico jurisprudence exam.
- Once spouses begin the application process, they are issued a provisional license so they may obtain employment while they wait for their verification materials.

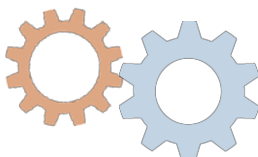
*Dental Hygiene*

- Spouses' applications are expedited by allowing them to get their initial license without a criminal background check. They must indicate on the application that they are a spouse of an Active Duty Service member to be exempt from the initial criminal background check.

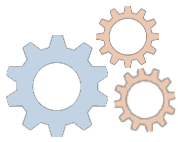
**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation







## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- To transfer their licenses, spouses must submit a verification of previous license, proof of 15 continuing education units (CEUs) from the last 12 months, and pass the New Mexico jurisprudence exam.
- Once their application is approved, licenses are issued within three business days.

#### *Massage Therapy*

- Once spouses submit their application (including verification of previous license) and pass the New Mexico jurisprudence exam, they are issued a permanent license that is valid for up to two years. The license is usually issued one to two weeks after all required materials are submitted.
- To renew their license, spouses must submit all supporting materials (e.g., verification of education) that were not presented with their initial application.

#### *Mental Health Counseling*

- Military spouses must have an active license for at least five years and submit verification of licensure from another jurisdiction.
- Once all application materials are submitted, licenses are issued in 10-15 business days.

#### *Occupational Therapy*

- Spouses must submit verification of education requirements and passing scores on the National Board of Certification in Occupational Therapy (NBCOT) and New Mexico jurisprudence exams.
- Once submitted, spouses' applications are expedited, and once approved, a permanent license is issued the same day.

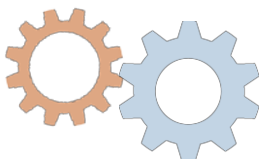
#### *Real Estate Commission*

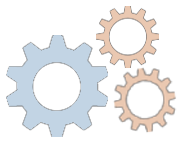
- Military spouses who transfer their real estate license from Louisiana, Massachusetts, or Georgia are eligible for reciprocity.
- For military spouses transferring from states without reciprocity, they are eligible for a waiver of up to 60 of the 90 required education credits; the remaining 30 credits are earned by passing the New Mexico jurisprudence exam.
- Spouses must identify a real estate broker they plan to work with before submitting their application, and completed applications are processed in 10-14 business days.

### Recommendations

#### Future efforts could:

- Urge occupational boards to allow the issuance of temporary licenses for military spouses while their application materials are being gathered to submit to occupational board.
- Encourage occupational boards to include questions about military spouse status on applications to better identify applicants who are eligible for licensure by endorsement.





# NEW YORK

## Summary of Legislation

Enacted in 2016, Session Law of 2016, Chapter 299 states that military spouses who are married to Active Duty and National Guard or Reserve Service members are “afforded an expedited review” of their licensure applications. The law allows *each* occupational board to determine if the requirements for licensure from where the spouse previously resided are equivalent to the requirements in New York. The law also indicates that all initial licensure application fees are to be reduced by half for military spouses.

Location of Statute:

Chapter 299 - <https://legiscan.com/NY/text/A04394/2015>

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process
<input type="radio"/> Not addressed in legislation <input checked="" type="radio"/> Addressed in legislation	

## Results from Data Collection

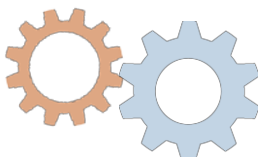
General Findings

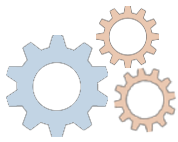
- The New York State Education Department’s Office of the Professions offers three accommodations for military spouses: expedited applications, initial application fees that are reduced by half, and temporary licenses while spouses are waiting for their applications to be approved. However, these accommodations do not apply to cosmetology or real estate licenses.
- The Real Estate Commission uses its own form to identify military spouse applicants so that spouses receive accommodations during the license transfer process (see relevant section below).
- Staff at the Occupational Therapy, Dental, and Mental Health Counseling boards and Real Estate Commission were aware of at least one accommodation available for military spouses.
- No information was available about how many military spouses have transferred their licenses in the last year.
- No board has a person who serves as a point of contact to help military spouses with the application process.

Findings Specific to Each Board

*Cosmetology*

- Twenty-one states have reciprocity status. To benefit, spouses will need to have an active license and one to five years of experience (depending on the state).
- Six states (NH, NM, OR, UT, WV, and WY) have licensure by endorsement where spouses only need an active license to transfer their license.
- Once spouses submit verification forms, they are issued a license in four to six weeks.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- Spouses are eligible to transfer their licenses if they have been licensed and in practice for the previous two years.
- Once they submit their application, along with verification of a previous license in good standing, spouses' applications are processed in four to six weeks.

#### *Massage Therapy*

- Spouses are eligible to transfer their licenses if they have been in practice during the previous two years, have obtained cardiopulmonary resuscitation (CPR) certification within the past three years, and have a license in good standing from another jurisdiction.
- Once spouses submit their applications, a license is typically issued in two to three weeks.

#### *Mental Health Counseling*

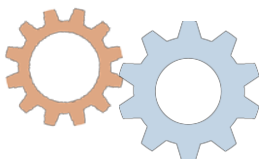
- Spouses are eligible for reduced application fees once they submit paperwork indicating their status as a military spouse.
- To transfer their licenses, spouses must have been in practice for five of the last ten years and submit verification that they were in practice; in addition, spouses must have passed the National Board of Certified Counselors (NBCC) exam and submit proof of a license from a previous jurisdiction.
- The board can issue temporary licenses for spouses who have not met the examination or supervised hours requirements. Spouses have two years to complete the NBCC exam and obtain at least 3,000 supervised hours.
- Once spouses submit their completed application, their permanent license is issued in four to eight weeks.

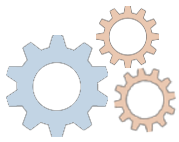
#### *Occupational Therapy*

- Spouses are eligible to transfer their licenses if they have a degree in occupational therapy, passed the National Board of Certification in Occupational Therapy (NBCOT) exam, and have at least six months of supervised occupational therapy experience.
- If spouses request a temporary license, they are usually issued within one week. Once the application is completed, permanent licenses are issued in six to eight weeks.

#### *Real Estate Commission*

- Spouses benefit from an expedited application process (three weeks) and a reduction of the requirements for continuing education units (CEUs) by half. For example, instead of needing 22 hours of CEUs, military spouses only need 11 hours.
- Spouses who are accepted by a real estate broker in New York and have a license in good standing from another jurisdiction are issued a permanent license. If they do not have the minimum CEU requirements, they have up to two years to fulfill those requirements and can practice under their permanent license as they earn CEUs.



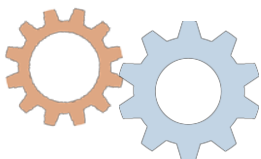


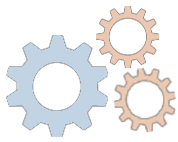
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Advocate for more uniform guidelines on how boards can determine if spouses' requirements from a previous state are substantially equivalent.
- Encourage regular trainings for occupational board staff about the accommodations afforded to military spouses' license portability.





# NORTH CAROLINA

## Summary of Legislation

Enacted in 2011, House Bill 799 indicates that occupational boards shall issue a license to military spouses if the spouse has an active license and the board determines that pre-licensure requirements and post-licensure experience are similar to those in the previous jurisdiction. In addition, HB 799 requires occupational boards to publish a document that contains information related to requirements and experiences necessary to transfer occupational licenses. Senate Bill 8 expands on HB 799 by requiring boards to issue temporary licenses to spouses while they are satisfying requirements (e.g., continuing education requirements) for their licenses. Of note, SB 8 became effective in 2017.

### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

### Location of Bills:

House Bill 799 - <http://www.ncleg.net/gascripts/BillLookUp/BillLookUp.pl?Session=2011&BillID=H799>

Senate Bill 8 - <http://www.ncleg.net/gascripts/BillLookUp/BillLookUp.pl?Session=2017&BillID=S8>

## Results from Data Collection

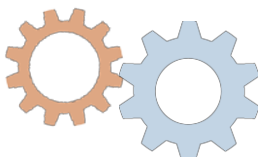
### General Findings

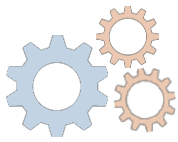
- The Dental Hygiene board offers a temporary license for spouses to begin working while their application is processed.
- The Cosmetology, Dental Hygiene, and Massage Therapy boards had information about how many spouses transferred their licenses in the past year, but no other boards had any information.
- The Dental Hygiene board has a staff member who serves as a point of contact to help military spouses with the application process; no other board has a specific person who serves as a point of contact.
- Only staff at the Dental Hygiene, Massage Therapy, and Cosmetology boards were aware of the state legislation related to military spouses' license portability.
- No representative responded to requests for information from the Mental Health Counseling board.

### Findings Specific to Each Board

#### Cosmetology

- Spouses are able to transfer their licenses via endorsement, which requires that they complete the application and submit a copy of their previous license(s).





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- Spouses from Arizona, Colorado, Kansas, Kentucky, Mississippi, New Hampshire, New York, Oklahoma, Texas, and West Virginia must also submit a verification form from the previous licensing board in addition to their application and copy of their previous license.
- Once applications are submitted, spouses are issued a license in one to two business days. Staff reported one military spouse applicant in the last year.

#### *Dental Hygiene*

- Spouses are eligible to transfer their license if they have an active license (and submit verification) and have been in practice for at least 1,500 hours per year during two of the last five years. If they do not meet those requirements, they may have to take the national and/or North Carolina state exam.
- Once the application is submitted, licenses are issued in about one month. This board has received about six applications to transfer licenses from military spouses in the past year.
- The board offers application packets that contain copies of the state legislation describing what accommodations are available to military spouses who transfer their licenses to North Carolina.

#### *Massage Therapy*

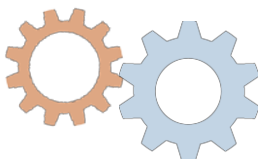
- To transfer licenses, spouses submit school transcripts, pass a national exam (e.g., Massage and Bodywork Licensing Examination [MBLEx]) and a North Carolina jurisprudence exam, provide verification of previous license, and submit documentation of English proficiency.
- Once the application is submitted, licenses are usually issued within 60 days.

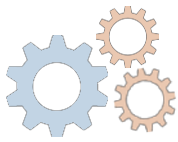
#### *Mental Health Counseling*

- No representative from this board replied to communications seeking additional information about the process to transfer licenses for military spouses.
- Based on the website, there is no special process nor was there a reference to the state legislation that addresses transfer of licenses for military spouses.
- Military spouses are eligible for license transfer via endorsement if they meet the following requirements: worked full-time for at least five years or part-time for at least eight years within the last 10 years; obtained a minimum of 2,500 hours of direct service; hold an active license that does not require supervision for a minimum of two years; pass the North Carolina jurisprudence exam; and submit verification of previous license, education, and passing scores from a national exam.

#### *Occupational Therapy*

- Spouses must submit verification of their license from a previous state and scores from the National Board of Certification in Occupational Therapy (NBCOT) exam and the North Carolina jurisprudence exam.
- Once the application is submitted, licenses are usually issued in one to two weeks.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

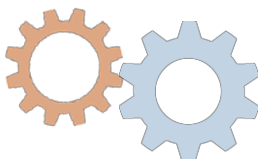
#### *Real Estate Commission*

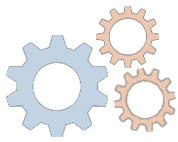
- Spouses are eligible to transfer their licenses from another state if they have had an active license within the past three years (must submit verification) and take the North Carolina jurisprudence exam.
- Once the application is submitted, licenses are issued in seven to ten business days.

### Recommendations

#### Future efforts could:

- Advocate for legislation that includes an expedited process of reviewing and approving military spouses' licenses.
- Collaborate with occupational boards to develop a plan to broadly disseminate accommodations for military spouses based on SB 8.





# NORTH DAKOTA

## Summary of Legislation

House Bill 1246 was passed in 2013 and does not apply to the following occupational boards: Accountancy, Electrical, Real Estate Commission, Contractor, Medical Examiners, or Dental Examiners. For other boards, the bill requires that boards grant exceptions to licensing standards for military spouses to consider spouses’ demonstrations of competency (e.g., work experience) when considering their applications. Also, the bill indicates that boards may issue temporary licenses while spouses are making progress to meet licensing requirements.

Location of Bill:

House Bill 1246 - <https://legiscan.com/ND/text/1246/2013>

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation

## Results from Data Collection

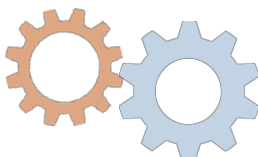
General Findings

- Dental Hygiene, Massage Therapy, Mental Health Counseling board staff each reported one military spouse applicant in the last year; the Cosmetology board reported two; and the Occupational Therapy board and Real Estate Commission reported none.
- No board had a specific person who served as a point of contact to help military spouses with the application process.
- Staff at each board reported they were aware of state legislation about the portability of military spouses’ licenses.
- Only the Massage Therapy board offers a temporary license while the application for a permanent license is being processed.

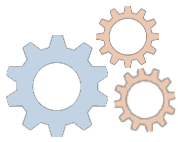
Findings Specific to Each Board

*Cosmetology*

- Military spouses are eligible to transfer their licenses by reciprocity if they submit proof of past training and a current license as well as pass the North Dakota jurisprudence exam. Spouses must have at least 1,800 pre-licensure training hours; however, if they do not, the board will consider work experience to meet this requirement.
- Licenses are usually issued one to two days after the application is submitted.







## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- Spouses are able to transfer their licenses via credential if they have been in practice for the previous three years. To transfer via credential, they must submit an application along with verification of previous license, transcripts, 16 continuing education requirements (CEUs), CPR training, and regional and national exam scores.
- Military spouses' applications may be expedited by prioritizing their review, and licenses are usually issued one to two months after they are submitted.

#### *Massage Therapy*

- To be eligible to transfer their licenses, spouses must have met at least 80% of North Dakota's education requirements.
- Spouses must submit proof of a previous license, passing scores from national and North Dakota jurisprudence exams, and cardiopulmonary resuscitation (CPR) certification to transfer their licenses.
- If spouses have an active license from a state that had no continuing education unit (CEU) requirements, then they must also complete 24 CEUs.
- Once they submit their applications, spouses are granted a temporary, 90-day license so they can practice while waiting for their approval. A permanent license is generally issued in two to three months. Staff indicated that one military spouse has applied to transfer her license in the past year.

#### *Mental Health Counseling*

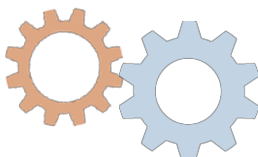
- Spouses who have a master's degree that required at least 60 credit hours and 100 hours of post-graduate supervision, as well as who have passed the National Board for Certified Counselors (NBCC) exam are eligible to transfer their licenses.
- Once an application is submitted, it takes one to two business days to issue a license.

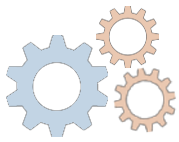
#### *Occupational Therapy*

- Spouses must submit proof of their current license and a copy of the laws and rules from the board that issued their license along with their application.
- As part of an expedited application process, military spouses do not have to undergo background checks.
- Once the completed application is received, licenses are issued in one to two weeks.

#### *Real Estate Commission*

- Military spouses licensed in Iowa, Minnesota, or Georgia are eligible to transfer their licenses by reciprocity. Transfer by reciprocity requires an active license and selecting a real estate broker to work with who is licensed in the spouses' current state and North Dakota.
- If spouses are not eligible for licensure via reciprocity, they must also pass the North Dakota jurisprudence exam. Once applications are submitted, licenses are issued in one to two days.



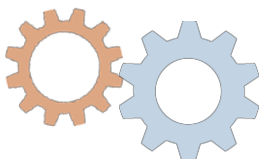


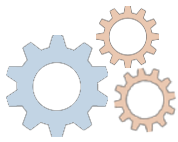
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Collaborate with lawmakers to amend HB 1246 to specify the length of time a temporary or provisional license shall last and if it is renewable.
- Advocate for HB 1246 to be revised to include the Dental Examiner Board and the Real Estate Commission.





## OHIO

### Summary of Legislation

House Bill 490 was passed in 2012, and House Bill 75 was proposed in 2017 and is currently under review. The proposed bill expands the definition of a military member from Active Duty to include National Guard and Reserve Service Members. According to both bills, military spouses are eligible to transfer their licenses via a temporary or provisional license. Under HB 75, they can obtain a temporary license via endorsement, and the temporary license expires in 12 months.

#### Location of Bills:

*House Bill 490* - [http://archives.legislature.state.oh.us/BillText129/129\\_HB\\_490\\_EN\\_N.pdf](http://archives.legislature.state.oh.us/BillText129/129_HB_490_EN_N.pdf)

*House Bill 75* - <https://www.legislature.ohio.gov/legislation/legislation-summary?id=GA132-HB-75>

### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation

### Results from Data Collection

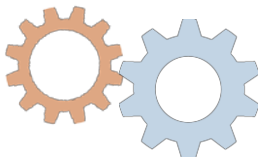
#### General Findings

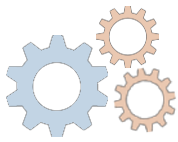
- Only the staff at the Dental and Cosmetology boards were aware of any legislation related to portability of military spouses' licenses.
- The Cosmetology board was the only board that had a specific person who served as a point of contact to help military spouses with the application process.
- Only the Massage Therapy board offered a temporary license while the application for a permanent license is being processed.
- Although not required by the state legislation, the board that regulates mental health counselors also expedites applications of spouses of Veterans.
- Websites for the Occupational Therapy board, Cosmetology board, and Mental Health Counseling board had detailed information for military spouses related to their eligibility and benefits regarding license portability.
- In the past year, the Cosmetology board has had about 10 applicants who were military spouses, while the Occupational board has had "about four or five" military spouses. No other boards had information about how many military spouses have transferred their licenses.

#### Findings Specific to Each Board

##### *Cosmetology*

- Spouses do not have to pay application fees, and there is a special form on the Ohio Cosmetology board website that identifies applicants as military spouses.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- To transfer their licenses, spouses must submit their marriage certificate and a copy of the orders assigning the Service member to a duty station in Ohio in addition to a copy of their license and verification of their license from the previous jurisdiction.
- Licenses are usually issued one to two weeks after the application is submitted.

#### *Dental Hygiene*

- Spouses are able to transfer their licenses via reciprocity if they have an active license for at least five years. If they have taken the regional board exam, they must submit those scores. If they have not taken the regional board exam, they must submit verification of their license from another jurisdiction.
- Once a complete application has been submitted, licenses are usually issued within three weeks.

#### *Massage Therapy*

- Spouses are eligible to transfer their license if they have had an active license for at least five years, and they must submit their proof of license from another jurisdiction along with their application.
- Once a complete application has been submitted, licenses are usually issued in eight weeks.

#### *Mental Health Counseling*

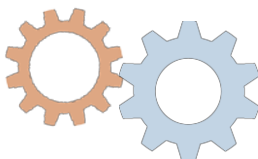
- There are specific instructions for military spouses on the website, which include informing spouses that they must indicate their status on their application.
- Spouses are able to transfer their licenses via endorsement if they have been licensed for at least five years. In addition, spouses must also submit state and national exam scores and verification of license from their previous jurisdiction.
- Once military spouses' applications are completed and submitted, a license is issued the same day. Board staff indicated there is an option to issue a temporary license if spouses are waiting an extended period of time for their application materials.

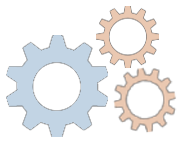
#### *Occupational Therapy*

- To transfer their licenses, spouses must submit their marriage certificate, a copy of the orders assigning the Service member to a duty station in Ohio, and verification of license in a previous jurisdiction.
- Spouses are issued a temporary license that is valid for six months and is nonrenewable.
- Once the completed application is received, licenses are issued in one to two weeks. If their license is issued within six months of their temporary license, the application fee is waived.

#### *Real Estate Commission*

- To transfer their licenses, spouses must take four classes related to Ohio laws and regulations; the requirement to take the national exam is waived if they are already licensed.
- Once they submit their completed application, spouses receive their license in three to five business days.



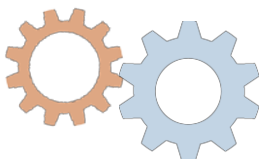


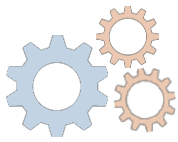
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Collaborate with state legislators to amend HB 75 to recommend that boards implement an expedited process for military spouses' license transfers.
- Coordinate efforts with directors of occupational boards to widely disseminate the content of HB 75 and how to incorporate it in their current policies.





# OKLAHOMA

## Summary of Legislation

Enacted in 2012, Senate Bill 1863, "Post-Military Service Occupation, Education and Credentialing Act," states that every agency, board, or commission shall have procedures that expedite endorsement of licenses for military spouses who move to Oklahoma with an Active Duty Service member or are residents of Oklahoma six months prior to Active Duty assignment. In order to be eligible to transfer their licenses, spouses must have left employment in another state before moving to Oklahoma. In addition, the bill indicates boards should "develop a method" to issue temporary licenses for spouses while they are completing additional requirements or waiting for approval.

Location of Bill:

Senate Bill 1863 - <https://www.legiscan.com/OK/bill/SB1863/2012>

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

## Results from Data Collection

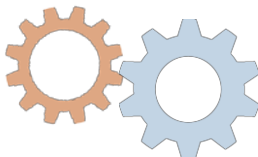
General Findings

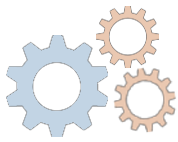
- None of the staff at any of the boards were aware of any legislation related to portability of military spouses' licenses.
- None of the boards had a specific person who served as a point of contact to help military spouses with the application process.
- Only the Occupational Therapy board offers a temporary license while the application for a permanent license is being processed.
- The Cosmetology and Massage Therapy boards offer reduced application fees for military spouses.
- The Cosmetology and Massage Therapy boards are housed within the same licensing board and have identical processes.
- In the past year, the Cosmetology and Massage Therapy boards have had about five applicants who were military spouses. No other boards had information about how many military spouses have transferred their licenses.
- No representative responded to requests for information from the Board of Licensed Professional Counselors.

Findings Specific to Each Board

*Cosmetology*

- Military spouses are eligible to transfer their license by reciprocity. They must submit verification of their license from a previous jurisdiction and pass the jurisprudence exam.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- If spouses are authorized to practice in a state that does not issue licenses, spouses must submit proof of at least 1,500 study or credit hours.
- Once spouses submit a completed application, their licenses are issued within one business day.

#### *Dental Hygiene*

- To transfer licenses via endorsement, spouses must have been in practice for at least two years before submitting their application. There is no expedited process for license transfer.
- Spouses' applications must include school transcripts, national or regional exam scores, verification of license from a previous jurisdiction, and three letters of recommendation.
- All applications must be approved by the Dentistry board, which meets quarterly. Therefore, spouses may have to wait up to 90 days for a license to be issued.

#### *Massage Therapy*

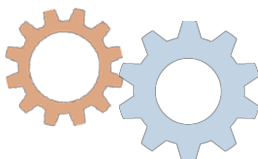
- Military spouses are eligible to transfer their license by reciprocity. They must submit verification of their license from a previous jurisdiction and pass the jurisprudence exam. If spouses are authorized to practice in a state that does not issue licenses, spouses must submit proof of at least 1,500 study or credit hours.
- Once spouses submit a completed application, their licenses are issued within one business day.

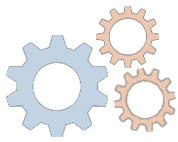
#### *Mental Health Counseling*

- No representative from this board replied to communications seeking additional information about the process to transfer licenses for military spouses.
- Based on the website, there is no special process nor was there a reference to the state legislation that addresses transfer of licenses for military spouses.
- Non-resident military spouses are eligible for licensure by endorsement if they have been licensed for five or more years; submit three letters of recommendation, school transcripts, and verification of their license from a previous state; and undergo a background check.
- Non-resident spouses who have been licensed for less than five years must submit the above materials as well as proof that they passed the National Counselor Examination (NCE).

#### *Occupational Therapy*

- Military spouses are not eligible for expedited transfer of their licenses. They are eligible to practice with their previous license for no more than three months if they are certified by the National Board of Certification in Occupational Therapy (NBCOT) or if they can submit verification that the requirements for licensure in the previous jurisdiction equal or surpass Oklahoma's requirements.
- To transfer their licenses, spouses must submit verification of their license from another jurisdiction and complete an application.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- All applications must be approved by the Occupational Therapy board, which meets quarterly. As spouses wait for approval, they may be issued a temporary license if they submit a letter from their employer indicating they have secured employment in Oklahoma.
- Because the board must approve all applications and board members meet quarterly, spouses might wait up to 90 days before their licenses are issued.

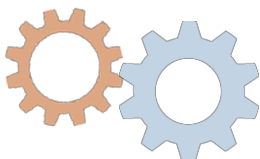
#### *Real Estate Commission*

- Military spouses are not eligible for reciprocity or expedited transfer of their licenses.
- To be eligible to transfer their licenses, spouses must complete three Oklahoma real estate courses.
- Due in part to the criminal background check and the Oklahoma real estate courses, licenses are usually issued in an average of 60 days.

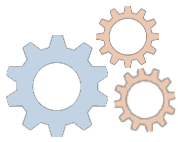
### Recommendations

#### Future efforts could:

- Advocate for continued training for occupational board staff about the legislation for military spouse licensure portability and how to integrate accommodations for spouses into their applications processes.
- Encourage occupational boards to expedite military spouses' license applications by asking about military spouse status on the application and prioritizing those applications.







# OREGON

## Summary of Legislation

Enacted in 2013, House Bill 2037 indicates that occupational boards shall issue a license or certification to military spouses and that boards may issue temporary licenses. The bill applies to military spouses or “domestic partners” of Active Duty Service members who have been assigned to a duty station in Oregon. Military spouses may meet criteria to transfer their licenses if they provide verification that they have provided services or “taught the subject matter regulated by the board” for at least one year in the preceding three years.

Location of Bill:

House Bill 2037 - <https://legiscan.com/OR/text/HB2037/2013>

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

## Results from Data Collection

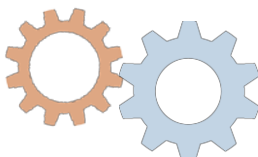
General Findings

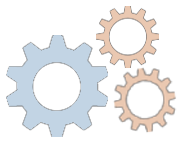
- Staff at the Cosmetology board were aware of legislation related to portability of military spouses’ licenses; staff at the other occupational boards were not aware.
- The Cosmetology board provides spouses with a temporary license while they are collecting their application materials; no other board issues temporary licenses.
- No board had a specific person who served as a point of contact to help military spouses with the application process.
- Staff at the Occupational Therapy board indicated one military spouse applicant in the last year. No other occupational boards had information about how many military spouses have transferred their licenses in the last year.

Findings Specific to Each Board

*Cosmetology*

- Military spouses are eligible to benefit from an expedited application process. Upon submitting their application, they are issued a temporary license so that they may work while waiting for their verification forms. The temporary license expires after three months and is nonrenewable.
- To be eligible to transfer their licenses, spouses must submit proof of marriage and assignment to a duty station in Oregon, verification of current license, and proof they have been in practice for at least one year in the last three years.
- Once the application and supplemental documentation is completed, licenses are issued the same day.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- If spouses have an active license and have passed clinical boards in a previous state within the last five years, they can transfer their license without further examination.
- If spouses passed clinical boards more than five years ago, they must pass clinical boards in the state of Oregon.
- Once the application is submitted, it usually takes six to eight weeks to issue the license.

#### *Massage Therapy*

- To transfer their licenses, spouses must have 625 hours of education, pass a national massage therapy exam, and submit verification of their transcripts and previous license.
- Once the applications are submitted, licenses are issued in about two to three weeks.

#### *Mental Health Counseling*

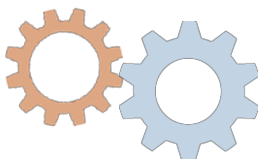
- Spouses must submit documentation that verifies that the standards of their previous professional counselor license are equal to Oregon's standards for professional counselors. This verification is usually completed by forwarding the previous state's standards, including coursework and state or regional licensing exam(s). Five or more years of work may substitute for education requirements, which is at the board's discretion.
- Staff at the board indicated they try to expedite applications of military spouses, and once the applications are completed, licenses are usually issued in two to four weeks.

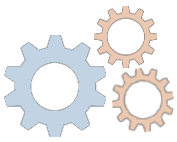
#### *Occupational Therapy*

- To transfer their licenses, spouses must submit proof that they passed the National Board of Certification in Occupational Therapy (NBCOT) and Oregon jurisprudence exams and verification of a license from a previous state. If they have not been NBCOT certified, they must submit proof of 30 continuing education units (CEUs) taken within the last two years.
- Staff at the board indicated they expedite spouses' applications if spouses identify their military status on the applications. Licenses are issued in three business days with expedited applications.

#### *Real Estate Commission*

- Military spouses with real estate licenses from Alabama, Georgia, Nebraska, and South Dakota are eligible to transfer their licenses via reciprocity.
- Spouses who are not eligible for transfer of licenses via reciprocity must complete 150 hours of pre-licensure credit hours (which are available online), an Oregon licensing exam, and a criminal background check.
- The entire application process, including the pre-licensure coursework, usually takes one to three months.



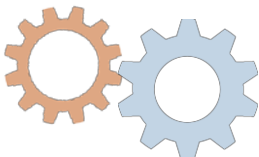


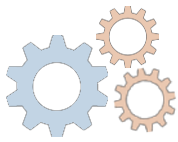
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Collaborate with state legislators to amend HB 2037 to require that boards implement an expedited process for military spouses' license transfers.
- Continue efforts to widely disseminate information about state legislation mandates and recommendations regarding military spouse license portability.





# PENNSYLVANIA

## Summary of Legislation

There is currently no military spouse licensure portability legislation in Pennsylvania. In 2015, Bills 796, 964, and 1675, all entitled the “Military Spouse License Portability Act,” were introduced to ease portability of licensure for military spouses through endorsement and temporary licensing processes; however, none of these bills were passed. Each occupational board currently has separate legislation. Of the six occupational boards examined, all allowed for licensure by endorsement or reciprocity, half allowed for temporary licensure, and none had processes for expediting licensure.

### Location of Bills:

*Cosmetology* - <http://www.pacode.com/secure/data/049/chapter7/s7.31.html>

*Dental Hygiene* - <http://www.pacode.com/secure/data/049/chapter33/s33.107.html>

*Massage Therapy* - <http://www.pacode.com/secure/data/049/chapter20/chap20toc.html>

*Mental Health Counseling* - <http://www.pacode.com/secure/data/049/chapter49/s49.15.html>

*Occupational Therapy* - <http://www.pacode.com/secure/data/049/chapter42/s42.12.html>

*Real Estate Commission* - <http://www.pacode.com/secure/data/049/chapter35/s35.255.html>

## Results from Data Collection

### General Findings

- Current process to transfer licenses is similar for all new residents to Pennsylvania.
- Each board has separate legislation regarding licensure by endorsement, and processes vary across boards.
- Temporary licenses are available for military spouses applying for licensure by endorsement in cosmetology, dental hygiene, and occupational therapy.
- No information was available from any board about how many military spouses have transferred their licenses in the last year.

### Findings Specific to Each Board

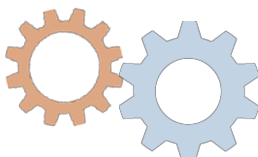
#### *Cosmetology*

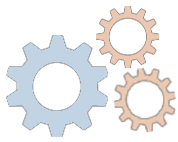
- Spouses who have a current license in another state with equivalent requirements (e.g., hours of schooling, state board theory and procedural exams) and who have worked for two or more years in a licensed salon are eligible for licensure by reciprocity.
- A one-time temporary license valid for nine months can be obtained while spouses complete state requirements for permanent licensure.
- The process to transfer a cosmetology license through reciprocity takes up to four weeks.

### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input type="radio"/>	Licensure by endorsement
<input type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- For licensure by endorsement, spouses must have a license in another state that has equivalent requirements and that also accepts Pennsylvania licenses for endorsement.
- Spouses completing state requirements for licensure can obtain one 30-day temporary volunteer license or three ten-day temporary volunteer licenses per year.
- The process to transfer a dental hygiene license takes 15-25 business days.

#### *Massage Therapy*

- Licensure by endorsement can be obtained if spouses' previous state of licensure has similar licensing requirements, including at least 600 hours of massage education, cardiopulmonary resuscitation (CPR) certification, and successful completion of either the Massage & Bodywork Licensing Examination (MBLEx) or the National Certification Examination for Therapeutic Massage & Bodywork (NCETM/NCETMB).
- Temporary licenses are only issued to recent graduates and are not available for spouses completing state requirements in order to transfer their license.
- The process to transfer a massage therapy license takes four to six weeks.

#### *Mental Health Counseling*

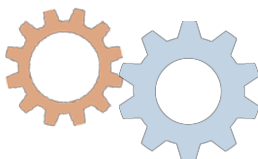
- For licensure by endorsement, spouses must hold a current license in another state and have worked as a counselor for at least five of the past seven years.
- The board considers whether a spouse meets requirements for licensure by endorsement based on graduate coursework, degrees, hours of education, and supervised experience.
- The process to transfer a counseling license takes approximately 25 business days.

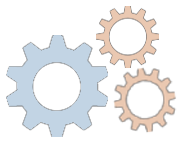
#### *Occupational Therapy*

- For licensure by endorsement, spouses must show that the requirements for their license in another state were equivalent, at the time of licensure, to Pennsylvania's current requirements.
- Spouses applying for licensure by endorsement can obtain a six-month temporary license. Temporary licensees can only provide services when working with an occupational therapist who is fully licensed in Pennsylvania.
- The process to transfer an occupational therapy license takes four to six weeks.

#### *Real Estate Commission*

- Licensure by reciprocity is currently only available for spouses from seven states (Arkansas, Georgia, Louisiana, Maryland, Massachusetts, New York, West Virginia). All other spouses must apply for licensure by examination.



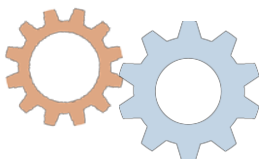


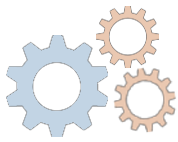
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Advocate for a new bill, similar to those introduced in 2015, to allow military spouses in all occupations and from all states to obtain licensure by endorsement and temporary licensure.
- Encourage occupational boards to expedite military spouses' license applications by asking about military spouse status on the application and prioritizing those applications.





## RHODE ISLAND

### Summary of Legislation

Senate Bill 629 and House Bill 5712 were passed in 2013 and regulate the licensure of military spouses in Rhode Island. These bills require occupational boards to expedite the licensing process for military spouses; however, how the process is expedited is determined by each board individually.

#### Location of Bills:

*Bill 629* - <http://webserver.rilin.state.ri.us/BillText13/SenateText13/S0629.pdf>

*Bill 5712* - <http://webserver.rilin.state.ri.us/BillText13/HouseText13/H5712.pdf>

### Results from Data Collection

#### General Findings

- Except for the Real Estate Commission, all boards expedite military spouse license applications by processing them before other applications, regardless of when they are submitted, if they provide proof of status (e.g., letter from Command or copy of Orders) with their application.
- Boards expedite applications for spouses of Active Duty, National Guard, and Reserve members.
- All occupational boards within the Department of Health, (e.g., occupational therapy, massage therapy, counseling) have a regulatory specialist who assists with military spouse applications.
- The Board of Cosmetology is the only board that provides temporary licenses for spouses applying for licensure by endorsement.
- No information was available from any board about the number of military spouses who have transferred their licenses in the last year.

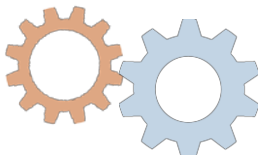
#### Findings Specific to Each Board

##### *Cosmetology*

- Military spouses applying for licensure by endorsement receive a one-time, 90-day temporary license to practice while the application for full licensure is being processed.
- The process to transfer a cosmetology license can vary but typically takes less than a week.

##### *Dental Hygiene*

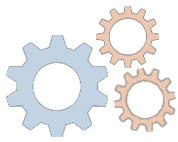
- To transfer a license, spouses must have a current license in another state with similar requirements such as a degree from an accredited dental hygiene program and successful completion of the North East Regional Board of Dental Examiners (NERB) exam and state or regional board exams.
- The process to transfer a dental hygiene license takes approximately two to three days.



#### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation



## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Massage Therapy*

- Licensure by endorsement can be obtained if spouses' state of licensure has similar licensing requirements (e.g., Massage & Bodywork Licensing Examination [MBLEx], approved program degree) and they submit cardiopulmonary resuscitation (CPR) and First Aid certifications along with three letters of good moral character.
- Board staff indicated that very few military spouse applications are submitted.
- The process to transfer a massage therapy license takes two to three days.

#### *Mental Health Counseling*

- For licensure by endorsement, military spouses must submit two letters of good moral character, transcripts from an accredited school, proof of completion of the National Clinical Mental Health Counseling Examination (NCMHCE), statements of supervised practice, and license verification from another state.
- The process to transfer a counseling license takes two to three days.

#### *Occupational Therapy*

- Requirements for licensure by endorsement include an active license in another state, successful completion of the National Board for Certification in Occupational Therapy (NBCOT) exam, and transcripts from an accredited school.
- Temporary licenses are only available for recent graduates, not for spouses transferring a license by endorsement.
- The process to transfer an occupational therapy license takes two to three days.

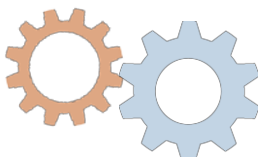
#### *Real Estate Commission*

- The board does not currently have any unique procedures or expediting for military spouses.
- All spouses must apply for licensure by examination.
- A task force is being formed, in collaboration with the Rhode Island Veterans Affairs office, to create policies that make it easier for military spouses to transfer their real estate licenses.

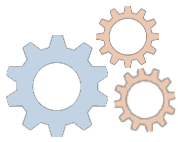
### Recommendations

#### Future efforts could:

- Advocate for legislation that provides boards with more specific information and guidelines about how to expedite licensing processes for military spouses.
- Collaborate with the task force for real estate licensure as they implement procedures to expedite military spouse licensure.







# SOUTH CAROLINA

## Summary of Legislation

Legislation that regulates military spouse licensure in South Carolina includes Senate Bill 417, “Military Service Occupation, Education and Credentialing Act” passed in 2013; House Bill 3710, “Temporary Professional Licenses for Military Spouses” passed in 2012; and Senate Bill 1107 passed in 2012. These bills allow, but do not require, occupational boards to offer temporary licenses to military spouses. Although processes of endorsement, provisional, and expedited licenses are all suggested in the legislation, the majority of boards reported military spouse application processes were no different than those for other applicants.

### Location of Bills:

Bill 417 - [http://www.scstatehouse.gov/sess120\\_2013-2014/bills/417.htm](http://www.scstatehouse.gov/sess120_2013-2014/bills/417.htm)

Bill 3710 - [http://www.scstatehouse.gov/sess119\\_2011-2012/bills/3710.htm](http://www.scstatehouse.gov/sess119_2011-2012/bills/3710.htm)

Bill 1107 - [http://www.scstatehouse.gov/sess119\\_2011-2012/bills/1107.htm](http://www.scstatehouse.gov/sess119_2011-2012/bills/1107.htm)

### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

Not addressed in legislation

Addressed in legislation

## Results from Data Collection

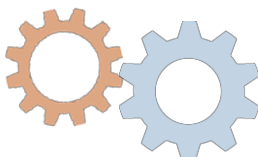
### General Findings

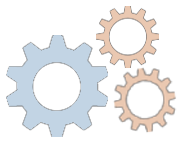
- Current transfer of license process is similar for all new residents to South Carolina.
- Real Estate Commission staff were aware of the military spouse licensure legislation; however, no other boards’ staff had knowledge of the legislation.
- Besides the Real Estate Commission, board staff reported that temporary or expedited licensing procedures are unavailable.
- No information was available about how many military spouses have transferred their licenses in the last year.

### Findings Specific to Each Board

#### Cosmetology

- Spouses can receive licensure by endorsement if they submit proof that they have passed a national license exam (e.g., the National Interstate Council [NIC] written and practical exam) and have licensure in another state.
- Licensure by endorsement involves meeting similar requirements in another state, including 1,500 hours of cosmetology school or five years registered as a master hair care specialist.
- The process to transfer a cosmetology license is completed within ten days of application.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- To transfer a license, spouses must have a current license in another state with similar licensing requirements (e.g., accredited dental hygiene program degree; Central Regional Dental Testing Service [CRDTS], or Southern Regional Testing Agency [SRTA], or Commission on Dental Competency Assessments [CDCA], or American Board of Dental Examiners [ADEX] exam) and must successfully complete the South Carolina jurisprudence exam.
- For licensure by endorsement, dental hygienists need to have either actively practiced under their license for three of the past five years or been licensed within the past two years in another state.
- The process to transfer a dental hygiene license takes six to eight weeks after the application is completed.

#### *Massage Therapy*

- Licensure by endorsement can be obtained if spouses' state of licensure has similar licensing requirements, including 500 completed hours of massage therapy school and successful completion of either the Massage & Bodywork Licensing Examination (MBLEx) or the National Certification Examination for Therapeutic Massage & Bodywork (NCETM/NCETMB).
- The process to transfer a massage therapy license is completed within 10 days of application.

#### *Mental Health Counseling*

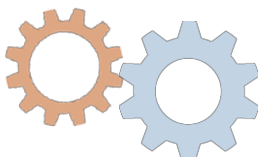
- All applications must go through the Center for Credentialing & Education, Inc. (CCE), an organization contracted by the state board to provide licensure application services.
- Licensure by endorsement is considered on a case-by-case basis depending upon whether the spouse met similar requirements in another state. Factors considered include degrees held, coursework completed, national credentials, and supervised experience.
- Once the CCE provides the state board with a completed license application, the process to transfer a counseling license takes approximately one to two weeks.

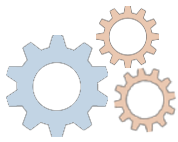
#### *Occupational Therapy*

- If spouses have passed the National Board for Certification in Occupational Therapy (NBCOT) exam and have a valid license from another state, they can transfer their license within one year of moving to South Carolina.
- Spouses must submit verification of license in another state and proof that they have passed both the NBCOT and South Carolina jurisprudence exam to be eligible to transfer a license.
- The process to transfer an occupational therapy license takes one to two weeks.

#### *Real Estate Commission*

- Staff were aware of legislation for military spouse license portability but indicated “very few” military spouses apply for licensure in South Carolina.
- The board offers licensure by endorsement to spouses with a license in a state with equivalent requirements.





## Military Spouse Licensure Portability Examination State Report

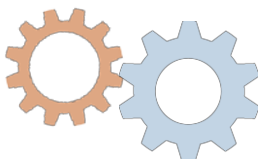
### Results from Data Collection (continued)

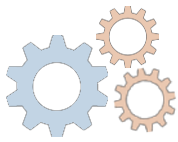
- Military spouses can be issued non-renewable temporary licenses while completing additional requirements prior to full licensure.
- The process to transfer a real estate license takes seven to ten days.

### Recommendations

#### Future efforts could:

- Advocate for legislation requiring, rather than recommending, that boards implement procedures to improve the portability of licenses for military spouses.
- Encourage each occupational board to introduce specific procedures to aid military spouses in transferring licenses and thoroughly educate staff regarding these procedures.





# SOUTH DAKOTA

## Summary of Legislation

Enacted in 2013, Senate Bill 177 requires state occupational boards to expedite the process of issuing a license by endorsement to military spouses. Senate Bill 177 also requires boards to issue a temporary license if they are unable to review an application and determine whether a spouse is eligible for licensure by endorsement within 30 days of the completed application submission.

Location of Bill:

Bill 177 - <http://www.sdlegislature.gov/docs/legsession/2013/Bills/SB117ENR.htm>

## Results from Data Collection

### General Findings

- All boards offer licensure by endorsement. Also, all boards offer temporary licensure except for the Board of Counseling and Real Estate Commission.
- The boards of Occupational Therapy and Counseling expedite military spouse licenses via explicit procedures while the other boards do not have specific expediting procedures.
- During the past year, three military spouses transferred massage therapy licenses and none transferred counseling licenses. No other boards had information about the number of military spouses transferring licenses.

### Findings Specific to Each Board

#### *Cosmetology*

- Licensure by endorsement requires a current license from another state with similar requirements (e.g., 2,100 hours of education or 2,000 hours of education and 2,000 hours of work experience) and successful completion of the jurisprudence exam.
- A non-renewable temporary license can be issued to spouses applying for licensure by endorsement if they have been hired at a salon and are waiting to take an exam.
- The process to transfer a cosmetology license can usually be completed on the same day as the application is received, but applications must be mailed since there is no online submission.

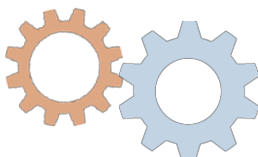
#### *Dental Hygiene*

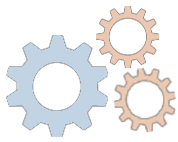
- For licensure by endorsement, spouses must have a valid license in another state with similar requirements (e.g., 3,000 practice hours during the past five years, cardiopulmonary resuscitation [CPR] certification, completion of an accredited education program) as well as proof of successful completion of the online jurisprudence exam and a physician statement of acceptable mental and physical health.

### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- Temporary licenses are issued to spouses who meet all licensing requirements and are waiting for board review of their application. The board meets approximately three times per year, and the temporary license is valid until one week after the next board meeting.
- The process for a spouse to transfer a dental hygienist license takes two weeks or less once a completed application is submitted.
- Board staff recommend that spouses declare their military spouse status in the military section of the application and call with any questions they may have about the application process.

#### *Massage Therapy*

- Spouses applying for licensure by endorsement must submit proof of at least 500 education hours, successful completion of a national certification exam, and liability insurance.
- A 90-day temporary license, which can be renewed one time, is available for military spouses transferring their license who are waiting to take an exam.
- The process to transfer a massage therapy license takes less than seven days after application.

#### *Mental Health Counseling*

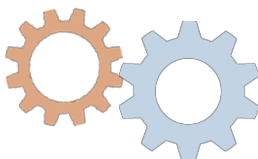
- Spouses applying for licensure by endorsement must have a license from another state with similar requirements (e.g., accredited education, supervised hours, National Counselor Examination for Licensure and Certification [NCE]); however, the board recommends most people apply for initial licensure because the requirements are slightly less stringent.
- Military status is not requested on applications, and spouses must self-identify.
- The process to transfer a counseling license following application takes about four to six weeks, but expedited military spouse processing takes about two to three weeks.

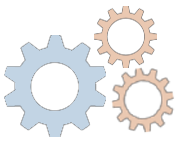
#### *Occupational Therapy*

- The board can waive examination, education, or experience requirements for spouses with a license from another state with equivalent requirements (e.g., accredited schooling program, six months supervised experience, approved exam completion).
- Temporary permits are available to allow spouses to practice under a licensed supervisor while they are waiting to complete an exam.
- The process to transfer a massage therapy license varies depending upon the spouse's qualifications, but the board expedites applications of military spouses.

#### *Real Estate Commission*

- Military spouse applications are processed the same as all applications. The board usually does not know spouses' military status because there is no related question in the application.
- For licensure by endorsement, spouses must submit an application with proof of successful completion of the state-specific exam, proof of errors and omissions insurance, and a written request by a responsible broker or the responsible broker form.
- The process to transfer a real estate license takes approximately two to three weeks after application.



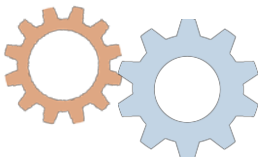


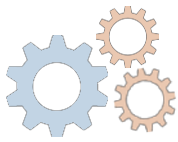
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Ensure that each occupational board has an available online application submission process to eliminate the mailing time from the amount of time needed to obtain a license.
- Collaborate with occupational boards to include questions related to military spouse status on all applications to alert board staff to the unique procedures for military spouses.





# TENNESSEE

## Summary of Legislation

Senate Bill 1039/House Bill 968 was passed in 2011 and regulates military spouse license portability in Tennessee. This legislation requires that health boards offer licensure by endorsement, temporary licensure, and expedited licensure for health-related occupations (e.g., mental health counselors, dental hygienists, occupational therapists, and massage therapists). However, the types of licensure currently supported by each board is variable.

Location of Bill:

Senate Bill 1039/House Bill 968 - <https://legiscan.com/TN/text/HB0968/id/524757/Tennessee-2011-HB0968-Draft.pdf>

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation

## Results from Data Collection

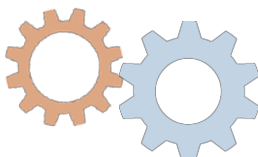
General Findings

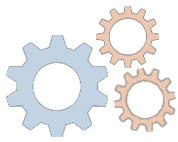
- The Board of Mental Health Counseling does not have any special processes for military spouses and does not have licensure by endorsement, temporary licenses, or expediting.
- Besides the Board of Mental Health Counseling, all other boards offer licensure by endorsement.
- Military spouse license applications are expedited for cosmetologists, dental hygienists, massage therapists, and occupational therapists.
- The Boards of Dentistry and Occupational Therapy offer temporary licenses to spouses who are completing requirements to transfer their license. Temporary licenses allow spouses to work until the next full board meeting when license criteria are thoroughly reviewed.
- No information was available from any board about the number of military spouses who have transferred their licenses in the last year.

Findings Specific to Each Board

*Cosmetology*

- Military spouses' applications are expedited (i.e., processed first) if they indicate their status and provide proof of marriage, licensure in another state, and change of station orders.
- Spouses applying for licensure by endorsement must either meet Tennessee's 1,500 hour schooling requirement or submit proof of five years of work experience.
- The process to transfer a cosmetology license can take up to four to six weeks.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- Spouses applying for licensure by endorsement must provide two recommendation letters from dentists and have practiced three of the past five years, as well as passed the American Board of Dental Examiners (ADEX) exam through the Southern Regional Testing Agency (SRTA), Commission on Dental Competency Assessments (CDCA), Central Regional Dental Testing Service (CRDTS), Western Regional Examining Board (WREB), or Council of Interstate Testing Agencies (CITA).
- Military spouses have their applications expedited if they submit proof of status; however, there is no request for this information on the application.
- The process to transfer a dental hygienist license varies, but the application recommends allowing at least four to six weeks for processing.

#### *Massage Therapy*

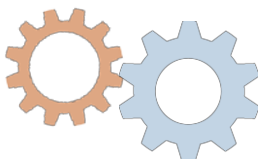
- To apply for initial licensure, spouses must provide proof of successful completion of the Massage & Bodywork Licensing Examination (MBLEx) and 500 hours of approved education, including five hours of education related to Tennessee statutes and regulations.
- For licensure by endorsement, the exam and education requirements are waived if spouses have been certified and practicing for the last five years and complete five hours of education on Tennessee statutes and regulations; however, the initial licensure application is much more commonly used.
- The process to transfer a massage therapy license usually takes four to six weeks, but Active Duty military spouses' applications are expedited and processed within 72 hours.

#### *Mental Health Counseling*

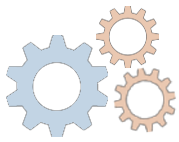
- Licensure by endorsement is only available for spouses licensed in Kentucky. Other spouses must apply for licensure by examination, which is granted based on graduate education, supervised experience, and successful completion of the National Clinical Mental Health Counseling Examination (NCMHCE) and state jurisprudence exams.
- The process to transfer a counseling license takes six to eight weeks.

#### *Occupational Therapy*

- Requirements for licensure by endorsement include an active license in another state, successful completion of the National Board for Certification in Occupational Therapy (NBCOT) exam, and transcripts from an American Occupational Therapy Association accredited school.
- Processing of military spouses' applications is given priority over other applications.
- Spouses can practice under a temporary license for up to 90 days while waiting to take exams if they are supervised by a fully licensed occupational therapist in Tennessee.
- The process to transfer an occupational therapy license can take up to six weeks.







## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

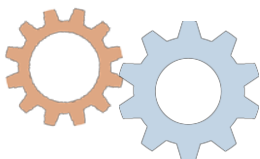
#### *Real Estate Commission*

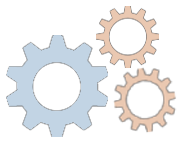
- Spouses can obtain licensure by endorsement if they have a license from a state with equivalent requirements and pass the state jurisprudence exam.

### Recommendations

#### Future efforts could:

- Ensure that all applications inquire about military spouse status so that special licensing procedures available to military spouses can be utilized.
- Collaborate with the Board of Mental Health Counseling to establish and enact procedures to facilitate military spouse licensure.





## TEXAS

### Summary of Legislation

Senate Bill 162, enacted in 2013 and Senate Bill 1733, enacted in 2011, require occupational boards in Texas to have processes of licensure by endorsement, temporary licensure, and expedited licensure for military spouses. Most boards report having processes for licensure by endorsement and expedited licensure, but temporary licenses are rarely issued.

#### Location of Bills:

*Senate Bill 162 -*

<http://www.capitol.state.tx.us/tlodocs/83R/billtext/html/SB00162F.htm>

*Senate Bill 1733 -*

<http://www.capitol.state.tx.us/tlodocs/82R/billtext/html/SB01733F.htm>

#### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation

### Results from Data Collection

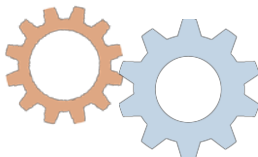
#### General Findings

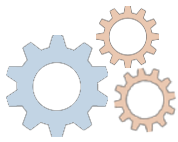
- The Real Estate Commission does not appear to offer any unique military application processes and does not have licensure by endorsement, temporary licensure, or expedited licensure.
- All boards except the Real Estate Commission offer licensure by endorsement.
- Only the Board of Cosmetology offers a temporary license.
- All boards except the Board of Dentistry and the Real Estate Commission expedite military spouse license applications.
- The Cosmetology, Massage Therapy, and Occupational Therapy boards have links to information regarding military spouse licensure on their main websites.
- No boards had information about the number of military spouses who transferred licenses in the last year.

#### Findings Specific to Each Board

##### *Cosmetology*

- Licensure by endorsement requires a license from another state with similar requirements and proof of competency via a combination of education, continuing education, exams, recommendation letters, and work experience.
- Spouses who apply for licensure by endorsement can be issued a temporary license for up to six months, at which point a determination must be made regarding their full license application.
- Spouses of Active Duty military members have their applications expedited when they submit a military spouse supplemental application form and proof of their marital status, licensure in another state, and spouse's change of station orders.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- Board staff report that there are no unique processes for military spouse applications. The board's application asks for military status; however, there are no clearly stated unique processes for military spouse application processing on the board's website.
- For licensure by endorsement, spouses must have a valid license in another state with similar requirements (e.g., dental hygiene degree from an accredited school, successful completion of the National Board Dental Hygiene Exam [NBDHE] and a regional exam), have completed a jurisprudence exam, and have actively practiced three of the previous five years.
- The board does not have processes for temporary licenses or expedited licensure.
- The process for a spouse to transfer a dental hygienist license takes four to six weeks after submission of a completed application.

#### *Massage Therapy*

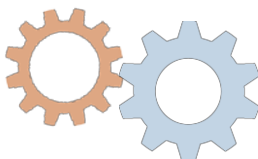
- Licensure by endorsement requires licensure in another state with similar requirements (e.g., completion of a certified training program and a state or national exam) and successful completion of a jurisprudence exam.
- The process to transfer a massage therapy license typically takes four to six weeks, but expedited military spouse applications are processed within one to two weeks.

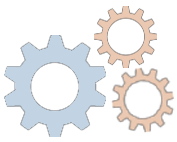
#### *Mental Health Counseling*

- Applications for spouses of Active Duty military members are expedited and eligible for licensure by endorsement, which may include waiving requirements on a case-by-case basis.
- For licensure by endorsement, spouses must have a license in good standing from another state with similar requirements (e.g., National Counselor Examination [NCE], graduate degree from an accredited program).
- The board does not issue temporary licenses except to recent graduates.
- The process to transfer a counseling license takes approximately ten to twelve weeks, but expedited military spouse applications are processed within four weeks.

#### *Occupational Therapy*

- For spouses of Active Duty military members, license applications are expedited, the fee is waived, and the board requests verification of credentials (e.g., licensure in another state, exams) rather than requiring the spouse to submit them.
- Licensure by endorsement requires proof of licensure in another state with similar requirements (e.g., accredited education program, National Board of Certification of Occupational Therapy [NBCOT] exam) and successful completion of a jurisprudence exam.
- Temporary licenses are only available for recent graduates.
- The process to transfer an occupational therapy license typically takes approximately one to two days for expedited military spouse applications.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

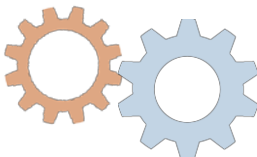
#### *Real Estate Commission*

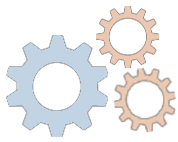
- The board's website has a link to a supplemental form with more information about equivalent state requirements; however, the board does not have any unique processes for military spouse licensure.
- The board does not offer licensure by endorsement, temporary licensure, or expedited license application processes.
- Licensure requires 180 hours of accredited education, a background check, successful completion of an examination, and sponsorship by a fully-licensed professional.
- The process to transfer a real estate license takes three to four weeks after a completed application is submitted.

### Recommendations

#### Future efforts could:

- Advocate for a staff member on each board to be designated to help military spouses with licensure questions, applications, and expediting and to ensure spouses are able to contact board staff.
- Encourage all boards to incorporate links to military spouse information on their websites and to prominently display military-related links in easy to find locations.





## UTAH

### Summary of Legislation

Enacted in 2011 and updated in 2016, House Bill 384 allows spouses of Active Duty military members to practice their profession without a Utah license as long as they have a current license in another state in that profession and that license is in good standing. To utilize the exemption, spouses must agree with their employer on the required documentation and specific licensing requirements. The boards do not regulate requirements or gather documents related to military spouse exempt licensing.

Location of Bill:

House Bill 384 -

<https://le.utah.gov/~2011/bills/static/HB0384.html>

#### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process
<input type="radio"/> Not addressed in legislation <input checked="" type="radio"/> Addressed in legislation	

### Results from Data Collection

General Findings

- Spouses of Active Duty military members are exempt from licensure in Utah, meaning they do not need to be licensed in Utah if they already possess a valid license from any other state.
- This exemption applies to each of the boards except the Real Estate Commission, which does not have unique licensing processes for military spouses.
- No information was available from any board about the number of military spouses who have transferred their licenses in the last year.

Findings Specific to Each Board

*Cosmetology*

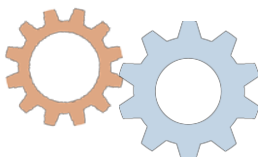
- Spouses of Active Duty military members can work under their license from another state as long as it is active and in good standing.
- All required documentation and specific licensing requirements are agreed upon by the employer and the spouse.

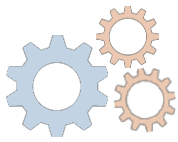
*Dental Hygiene*

- Spouses of Active Duty military members can work under their license from another state as long as it is active and in good standing.
- All required documentation and specific licensing requirements are agreed upon by the employer and the spouse, but no exam is required.

*Massage Therapy*

- Spouses of Active Duty military members can work under their license from another state as long as it is active and in good standing.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- The board recommends that employers require documentation of spouses' marital status and licensure and Service members' military status, but the documentation and specific licensing requirements are the responsibility of the employer.

#### *Mental Health Counseling*

- Spouses of Active Duty military members can work under their license from any other state as long as it is active and in good standing.
- All required documentation and specific licensing requirements are agreed upon by the employer and the spouse.

#### *Occupational Therapy*

- Spouses of Active Duty military members can work under their license from another state as long as it is active and in good standing.
- The board recommends that employers require documentation of spouses' marital status and licensure and Service members' military status, but the documentation and specific licensing requirements are the responsibility of the employer.

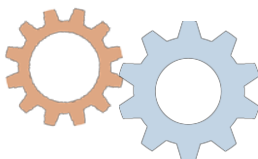
#### *Real Estate Commission*

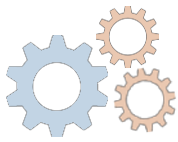
- The board does not have any unique application procedures for military spouse applications.
- Only spouses licensed in Georgia, Mississippi, or Alberta, Canada are eligible for licensure by reciprocity and do not have to take a state jurisprudence exam.
- Spouses with a license from any other state may apply for a waiver of educational and national exam requirements. These spouses must take the state jurisprudence exam and may be required to take pre-license education classes, depending upon previous education.
- Once all application documents have been submitted, the process to transfer a real estate license takes five business days or less.

### Recommendations

#### Future efforts could:

- Encourage boards to prominently display information about military spouse exempt licensing on their website.
- Collaborate with individual occupational licensing boards and employers to collect data regarding the number of military spouses that utilize license exemptions each year.





# VERMONT

## Summary of Legislation

Act 177 of 2014 amended the Vermont Statutes, enacted in 2014, requires Vermont occupational licensing boards to issue qualified military spouses either a license by endorsement or a 60-day temporary license no later than 60 days after an application is submitted. Most boards have procedures for licensure by endorsement, temporary licensure, and expedited processing; however, boards reported that they often do not need to issue temporary licenses since license application processing usually takes less than one week.

Location of Bill:

Act 177 (House Bill 681) -

<http://legislature.vermont.gov/assets/Documents/2014/Docs/ACTS/ACT177/ACT177%20As%20Enacted.pdf>

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

Not addressed in legislation  
 Addressed in legislation

## Results from Data Collection

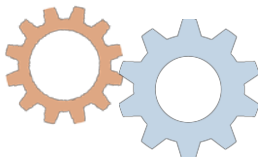
General Findings

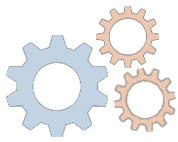
- Massage therapists are not required to be licensed in the state of Vermont.
- Besides massage therapy, all other boards have licensure by endorsement.
- The Boards of Cosmetology and Occupational Therapy, and the Real Estate Commission offer temporary licenses and have specified expediting procedures, while the Boards of Dentistry and Counseling do not. However, each of these boards reported not needing to issue temporary licenses because applications are typically processed in less than one week.
- No information was available from any board about the number of military spouses who transferred their licenses in the past year.

Findings Specific to Each Board

*Cosmetology*

- Licensure by endorsement requires a current license in good standing from another state and either active practice during the three previous years or 2,000 documented hours of practice.
- Spouses of current Active Duty, National Guard, or Reserve military members, as well as spouses of Veterans or deceased military members who left the military within the past two years, can have their applications expedited and are eligible for six-month temporary licensure if they provide a copy of their military identification and change of station or discharge orders.
- The length of processing time needed to transfer a cosmetology license varies, but all military spouse applications are processed within 60 days of application.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- The military spouse application process does not differ from the process of any other applicant.
- For licensure by endorsement, spouses must submit an application with proof of licensure from another state, cardio-pulmonary resuscitation (CPR) certification, and successful completion of the state jurisprudence exam.
- The process to transfer a dental hygienist license takes approximately two to three business days following submission of an application.

#### *Massage Therapy*

- Massage therapists are not required to be licensed in the state of Vermont.
- Although cities or counties can implement their own licensing requirements, no information was available online regarding city or county requirements. The cities of Montpelier, Burlington, and Bennington each reported that they do not have massage therapy licensing regulations.

#### *Mental Health Counseling*

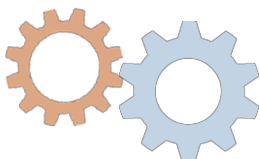
- The board does not have any unique procedures for processing military spouse applications.
- Spouses applying for licensure by endorsement must have a license from another state with similar education and experience requirements, although some requirements may be waived if spouses have been actively practicing for five or more years.
- The process to transfer a counseling license following application takes about one to two business days.

#### *Occupational Therapy*

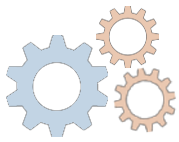
- Spouses can be licensed by endorsement with verification of licensure from another state and completion of the National Board for Certification in Occupational Therapy (NBCOT) exam.
- Temporary licenses are available but typically are unnecessary because the board is able to process applications much more quickly than within the required 60 days.
- Military spouses' applications are expedited, and the process to transfer an occupational therapy license takes approximately one to three days following application.

#### *Real Estate Commission*

- For licensure by endorsement, spouses must have taken appropriate pre-licensing courses, be employed by a brokerage firm, and have successfully completed the state reciprocity and national exams through Applied Measurement Professionals, Inc.
- The board has procedures to issue temporary licenses but rarely issues them given that processing usually takes just a few days.
- Military spouses' expedited applications are typically processed within one to three days.





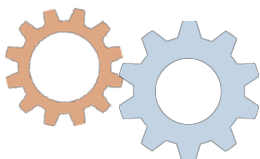


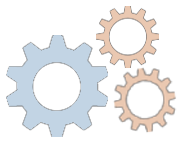
## Military Spouse Licensure Portability Examination State Report

### Recommendations

#### Future efforts could:

- Advocate for legislation requiring all boards to have procedures for temporary licensing in cases where military spouses may need to complete state-specific requirements.
- Ensure that a link to the military spouse legislation and application are visible on each occupational board's website for easy access rather than exclusively on the professional regulation homepage for Vermont.





## VIRGINIA

### Summary of Legislation

In Virginia, the legislation that regulates the licensure of military spouses includes House Bill 937, enacted in 2012, House Bill 1247, enacted in 2014, and House Bill 405, enacted in 2016. These bills require occupational boards to have processes of licensure by endorsement, temporary licensure, and expedited licensure for military spouses. Specifically, boards must issue a temporary license if they cannot process an application and issue a license by endorsement within 20 days of a completed application submission.

#### Location of Bills:

*House Bill 937* - <https://lis.virginia.gov/cgi-bin/legp604.exe?121+ful+HB937ER+pdf>

*House Bill 1247* - <https://lis.virginia.gov/cgi-bin/legp604.exe?141+ful+HB1247ER+pdf>

*House Bill 405* - <https://lis.virginia.gov/cgi-bin/legp604.exe?161+ful+HB405ER+pdf>

#### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation

### Results from Data Collection

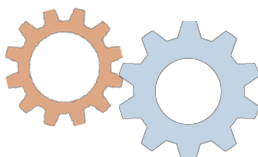
#### General Findings

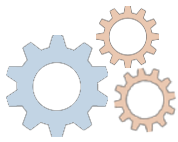
- All boards offer licensure by endorsement.
- All boards offer temporary licenses except the Mental Health Counseling Board and the Real Estate Commission.
- All boards except the Board of Massage Therapy expedite military spouse license applications.
- No boards had information pertaining to the number of military spouses transferring licenses in the past year.

#### Findings Specific to Each Board

##### Cosmetology

- Licensure by endorsement requires a license from another state with similar requirements (e.g., 1,500 hours of an accredited training program, written and practical exams).
- One-year temporary licenses allow spouses to practice under a licensed supervisor while completing state-specific requirements or waiting for application processing.
- The length of time to transfer a cosmetology license varies; however, the board issues a temporary license if it takes longer than 20 days to process an application.
- Spouses of Active Duty military members are eligible for expedited application processing if they submit copies of their military dependent ID card and Service member's transfer orders.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- For licensure by endorsement, spouses must have a valid license in another state with similar requirements (e.g., schooling program accredited by either the Commission on Dental Accreditation of the American Dental Association [CODA] or the Commission on Dental Accreditation in Canada [CDAC], exams completed through the Central Regional Dental Testing Service [CRDTS], Western Regional Examining Board [WREB], Commission on Dental Competency Assessments [CDCA], Council of Interstate Testing Agencies [CITA], or American Board of Dental Examiners [ADEX]).
- One-year temporary licenses are available if the board cannot process a military spouse application within 20 days, but they are rarely issued due to already fast processing times.
- Applications are expedited for spouses of Active Duty military members who submit proof of orders transferring their Service member to Virginia.
- The process for a spouse to transfer a dental hygienist license takes two to three days after submission of a completed application.

#### *Massage Therapy*

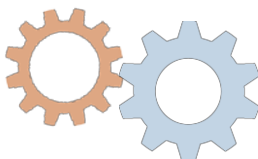
- Licensure by endorsement can be obtained if spouses' previous state of licensure has similar licensing requirements, including at least 600 hours of massage education, cardio-pulmonary resuscitation (CPR) certification, and successful completion of either the Massage & Bodywork Licensing Examination (MBLEx) or the National Certification Examination for Therapeutic Massage & Bodywork (NCETM/NCETMB).
- Temporary licenses are only issued to recent graduates and are not available for spouses completing state requirements in order to transfer their license.
- The process to transfer a massage therapy license takes four to six weeks.

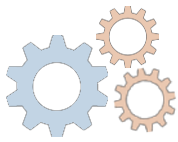
#### *Mental Health Counseling*

- For licensure by endorsement, spouses must hold a current license in another state and have worked as a counselor for at least five of the past seven years.
- The board considers whether a spouse meets requirements for licensure by endorsement based on graduate coursework, degrees, hours of education, and supervised experience.
- The process to transfer a counseling license takes approximately 25 business days.

#### *Occupational Therapy*

- For licensure by endorsement, spouses must show that the requirements for their license in another state were equivalent, at the time of licensure, to Pennsylvania's current requirements.
- Spouses applying for licensure by endorsement can obtain a six-month temporary license. Temporary licensees can only provide services when working with an occupational therapist who is fully licensed in Pennsylvania.
- The process to transfer an occupational therapy license takes four to six weeks.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

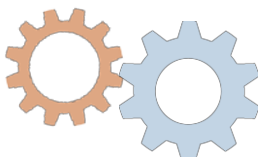
#### *Real Estate Commission*

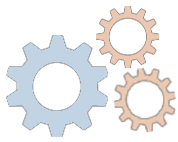
- For licensure by endorsement, spouses must submit proof of licensure in another state with similar requirements (e.g., 60 hours of pre-licensing courses) and pass the jurisprudence exam.
- Spouses of Active Duty Service members can have their license application expedited (i.e., processed first) by submitting the Military Spouse Expedited License Application form, along with copies of their military dependent ID and their Service member's transfer orders.
- The process to transfer a real estate license takes 10-15 business days after application.

### Recommendations

#### Future efforts could:

- Encourage each board to prominently display application information for military spouses on their website and to include questions about military spouse status on their applications.
- Advocate for a staff member on each board to be designated to help military spouses with licensure questions, applications, and expedited processing and to reduce board response time for spouses.





## WASHINGTON

### Summary of Legislation

House Bill 5969, which was enacted in 2012, requires occupational boards to have processes of licensure by endorsement, temporary licensure, and expedited licensure for military spouses. Most boards have procedures for licensure by endorsement and expediting application processes, but only boards within the Department of Health issue temporary licenses to military spouses.

Location of Bill:

Bill 5969 - <http://app.leg.wa.gov/billsummary?BillNumber=5969&Year=2011>

### Results from Data Collection

General Findings

- The Department of Health has a designated military liaison, who provides spouses in health professions (e.g., dental hygienists, occupational therapists, counselors) with one-on-one information and advising regarding licensure, and a Department of Health Military Resources website, which provides laws, forms, and helpful information and contacts for spouses.
- All boards except the Board of Massage Therapy offer licensure by endorsement.
- All boards except the Real Estate Commission expedite military spouse license applications.
- Only the boards within the Department of Health provide spouses with temporary licenses.
- The boards within the Department of Health have had fewer than 20 military spouses transfer a license during the past year. No other boards had information about the number of military spouses transferring licenses.

Findings Specific to Each Board

*Cosmetology*

- Licensure by endorsement requires a license from another state with similar requirements (e.g., 2,000 hours of apprenticeship, 1,600 hours of education, practical and written exams).
- Applications do not include questions about military spouse status, so an application is only expedited if a spouse calls the board to request expediting, which the board reported is rare.
- The process to transfer a cosmetology license takes about one to two weeks after submission.

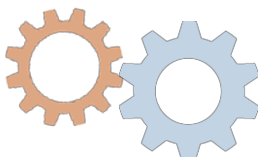
*Dental Hygiene*

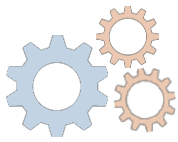
- For licensure by endorsement, spouses must have a valid license in another state with similar requirements (e.g., National Board Dental Hygiene Examination, American Dental Association accredited education program) and have actively practiced during the past year.

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- Temporary licenses are issued to spouses who meet licensing requirements and are waiting for the results of a background check to be processed. A spouse can also practice under a licensed supervisor with a six-month temporary license while completing state-specific requirements.
- An application is expedited if a spouse or domestic partner of a Service member submits proof of domestic partnership or marriage and the Service member's transfer orders to Washington.
- The process for a spouse to transfer a dental hygienist license takes 21 days or less once a completed application is submitted.

#### *Massage Therapy*

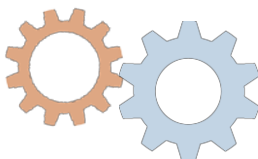
- Licensure by endorsement is not available, and all spouses need to meet the education and examination requirements, including the jurisprudence exam.
- Temporary licenses are usually not issued outside of unusual circumstances that delay application processing.
- Spouses of Active Duty, National Guard, or Reserve members have their applications expedited by processing them first in all five steps involved in issuing a massage therapy license.
- The process to transfer a massage therapy license varies depending upon the volume of applications the board receives.

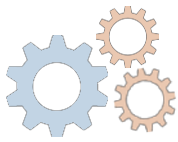
#### *Mental Health Counseling*

- Licensure by endorsement requires a license in another state with equivalent requirements (e.g., master's or doctoral mental health degree, 3,000 post-graduate supervised hours, 36 hours of continuing education for every two years of practice, successful completion of the National Counselor Exam [NCE] or National Clinical Mental Health Counselor Exam [NCMHCE]).
- Temporary licenses are issued to spouses who meet licensing requirements and are waiting for the results of a background check to be processed. Spouses can also practice under a licensed supervisor with a six-month temporary license while completing state-specific requirements.
- An application is expedited if a spouse or domestic partner of a Service member submits proof of marriage or domestic partnership and the Service member's transfer orders to Washington.
- The expedited process to transfer a military spouse's counseling license takes 21 days or less following application submission.

#### *Occupational Therapy*

- Spouses applying for licensure by endorsement must submit proof of successful completion of a jurisprudence exam, an accredited education program, and the National Board of Certification in Occupational Therapy (NBCOT) exam.
- Temporary licenses are issued to spouses who meet licensing requirements and are waiting for the results of a background check to be processed. A spouse can also practice under a licensed supervisor with a six-month temporary license while completing state-specific requirements.
- An application is expedited if a spouse or domestic partner of a Service member submits proof of domestic partnership or marriage and the Service member's transfer orders to Washington.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- The process to transfer a massage therapy license takes 21 days or less after submission of an expedited military spouse application.

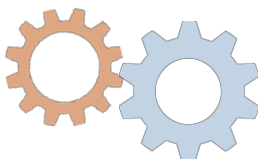
#### *Real Estate Commission*

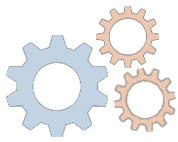
- Military spouse applications are processed the same as all applications; however, the program manager can help spouses with application questions or concerns. The board recommends beginning the application and taking the state exam before a spouse moves to Washington.
- For licensure by endorsement, spouses must submit an application with proof of licensure in another state and successfully complete the jurisprudence exam.
- The board does not have procedures for temporary licensure or expediting license applications.
- The process to transfer a real estate license takes approximately two to three weeks after application submission.

### Recommendations

#### Future efforts could:

- Ensure that applications for all occupations ask about military spouse status to allow board staff to easily identify and expedite military spouse applications.
- Advocate for a military liaison position on each board (similar to the Department of Health), allowing spouses in other occupations to access the valuable one-on-one advising.





# WASHINGTON DC

## Summary of Legislation

There is currently no military spouse licensure portability legislation in Washington D.C. In 2016, the Alternatives to Licensing that Lower Obstacles to Work Act (ALLOW) was proposed, but did not pass. Based on the guidelines on each board’s website, all boards allow for licensure by endorsement or reciprocity for some or all of their licensure requirements.

*Location of ALLOW Act* - <https://www.congress.gov/114/bills/s3158/BILLS-114s3158is.pdf>

Location of Occupational Board’s Regulations:

*Cosmetology* - [http://www.pearsonvue.com/dc/barbers\\_cosmo/](http://www.pearsonvue.com/dc/barbers_cosmo/)

*Dental Hygiene* - <https://doh.dc.gov/sites/default/files/dc/sites/doh/publication/attachments/Dental%20Hygiene%20Regulations.pdf>

*Massage Therapy* - [https://doh.dc.gov/sites/default/files/dc/sites/doh/publication/attachments/2626\\_001.pdf](https://doh.dc.gov/sites/default/files/dc/sites/doh/publication/attachments/2626_001.pdf)

*Mental Health Counselors* - <https://doh.dc.gov/sites/default/files/dc/sites/doh/publication/attachments/Professional%20Counseling%20Regulations.pdf>

*Occupational Therapy* - [https://doh.dc.gov/sites/default/files/dc/sites/doh/publication/attachments/ot\\_updated%20January%2017%202014.pdf](https://doh.dc.gov/sites/default/files/dc/sites/doh/publication/attachments/ot_updated%20January%2017%202014.pdf)

*Real Estate Commission* - <http://www.pearsonvue.com/dc/realestate/>

### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input type="radio"/>	Licensure by endorsement
<input type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation

## Results from Data Collection

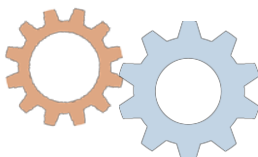
### General Findings

- The Real Estate Commission has reciprocity with Maryland and Virginia; no other board indicated reciprocity with another state.
- No board has an expedited process to approve applications or issues temporary licenses for military spouses.
- No board representative responded to requests for information from the Dentistry and Cosmetology boards.

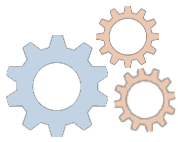
### Findings Specific to Each Board

#### Cosmetology

- No representative from this board replied to communications seeking additional information about the process to transfer licenses for military spouses.







## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- Based on the website, there is no special process for military spouses to transfer their licenses. To transfer their licenses via reciprocity, spouses must submit proof that their licenses are in good-standing from a jurisdiction with “substantially equivalent” requirements as those of the District of Columbia.
- To transfer their licenses via endorsement, spouses must submit written verification they passed a licensing exam that is acceptable to the board and that they have been certified by a national organization (name of the national exam was not specified on the website).

#### *Dental Hygiene*

- No representative from this board replied to communications seeking additional information about the process to transfer licenses for military spouses.
- Based on the website, there is no special process for military spouses to transfer their licenses. For spouses who wish to transfer their licenses, they must submit proof they passed the National Board of Dental Hygiene Examination, the North East Regional Board (NERB) exam, and the District of Columbia Dental Law Examination as well as verification of an active dental hygiene license in good standing.
- If spouses have passed a regional or state dental examination other than the NERB exam, they must also submit verification that their licenses were in good standing for three years immediately preceding the application. Spouses must also have at least 150 hours of active dental hygiene practice.

#### *Massage Therapy*

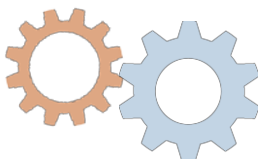
- Military spouses must submit verification of their previous license and undergo a background check.
- Once spouses submit a completed application, licenses are issued in four to six weeks.

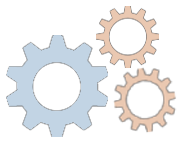
#### *Mental Health Counseling*

- Military spouses must submit verification that their license from a previous jurisdiction is in good standing. They must also submit documentation of the board’s requirements of licensure from the previous jurisdiction, official transcripts, and exam scores.
- If spouses have been licensed and in practice five or more years, there may be flexibility with board requirements. For example, instead of needing 3,500 hours to be licensed, spouses may be allowed to have 3,300 hours.
- Once spouses submit a completed application, their licenses are issued in one to three months.

#### *Occupational Therapy*

- Military spouses must submit verification that they hold at least one valid, active, and unrestricted license in good standing from another jurisdiction. If applicable, they must also submit proof of license from all other jurisdictions in which they have ever been licensed, even if the licenses are inactive.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- Spouses must provide proof of passing exam scores on the National Board of Certification in Occupational Therapy (NBCOT) exam as well as official graduate transcripts.

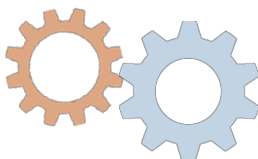
#### *Real Estate Commission*

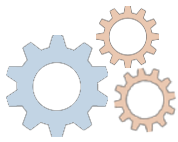
- To transfer their license, military spouses must have been licensed in a previous jurisdiction with the same standards as the national exam standards (name of national exam was not specified) and submit a letter of certification from the previous jurisdiction. They must also pass the District of Columbia jurisprudence exam.
- Spouses must submit proof of continuing education units (CEUs) and a description of pre-licensing courses completed in their previous jurisdiction.
- Once spouses submit a completed application, their licenses are issued in a few weeks.

### Recommendations

#### Future efforts could:

- Continue to advocate for a bill that would allow military spouses in all occupations to obtain licensure by endorsement, expedited licenses, and temporary licenses.
- Encourage occupational boards to have a point of contact to help support military spouses as they navigate the requirements to transfer their licenses.





## WEST VIRGINIA

### Summary of Legislation

Enacted in 2014, House Bill 4151 requires occupational boards in West Virginia to issue either a full license or a six-month temporary license within 30 days of a military spouse submitting an application. The bill also requires boards to waive the application fee for military spouses' temporary licenses if they paid another licensing fee within the previous six months. Despite this legislation, several boards do not have unique procedures for processing military spouse applications.

Location of Bill:

*Bill 4151* - [http://www.legis.state.wv.us/Bill\\_Status/bills\\_text.cfm?billdoc=hb4151%20intr.htm&yr=2014&sess type=RS&i=4151](http://www.legis.state.wv.us/Bill_Status/bills_text.cfm?billdoc=hb4151%20intr.htm&yr=2014&sess type=RS&i=4151)

#### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input checked="" type="radio"/>	Expedited application process
<input type="radio"/> Not addressed in legislation <input checked="" type="radio"/> Addressed in legislation	

### Results from Data Collection

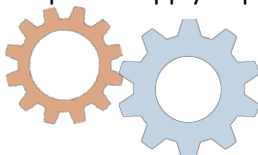
General Findings

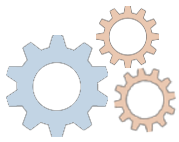
- All boards, except the Board of Dentistry, have procedures for licensure by endorsement.
- Only the boards of Cosmetology, Mental Health Counseling, and Occupational Therapy issue temporary licenses for spouses completing state-specific requirements.
- The Boards of Dentistry and Massage Therapy expedite military spouse licenses, while the Boards of Cosmetology, Mental Health Counseling, and Occupational Therapy, and the Real Estate Commission do not.
- Spouses applying for dental hygienist licenses have their application fee waived. No other boards reported waiving application fees.
- The Board of Mental Health Counseling transferred one military spouse license during the past year. No information was available from any other board about the number of military spouses who transferred their licenses.

Findings Specific to Each Board

*Cosmetology*

- There are no unique application procedures for military spouses.
- Licensure by endorsement requires a license from another state with similar requirements (e.g., 1,800 hours training experience, board-approved degree) and successful completion of the West Virginia State Law Exam.
- Spouses can apply for a temporary work permit to practice under a licensed supervisor until they complete state-specific exams. The permit is valid until the month after the next exam date and can be renewed once.
- The process to transfer a cosmetology license can be completed at the time of application if spouses apply in-person or take about one week if spouses apply by mail.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- Spouses of Active Duty Service members have their application fee waived and their application prioritized in order to expedite processing.
- Licensure by endorsement is not available, and all spouses must complete licensing exams.
- Temporary licenses are for volunteers only, not for spouses transferring a license.
- The process to transfer a dental hygienist license takes approximately one week from the time of application.

#### *Massage Therapy*

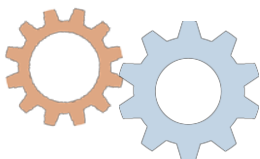
- Applications of military spouses are expedited by processing them first.
- For licensure by endorsement, spouses do not have to take an exam if their state of licensure has similar requirements (e.g., certified by the National Certification Board for Therapeutic Massage & Bodywork, degree from an approved massage school, 500 hours of education).
- The process to transfer a massage therapy license takes five to seven days following application.

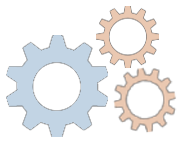
#### *Mental Health Counseling*

- For licensure by endorsement, spouses must submit a licensure packet, graduate transcripts, license verification, two professional recommendations from licensed mental health workers, and proof of successful completion of either the National Counselor Examination (NCE) or the National Clinical Mental Health Counseling Examination (NCMHCE). Some of these requirements may be waived if the spouse has actively practiced five of the past seven years.
- Spouses of Active Duty Service members can obtain a six-month, non-renewable temporary license to practice under a licensed supervisor while they are completing requirements.
- The process to transfer a license after application can take anywhere from two weeks to two months depending upon when the next board meeting is scheduled to review applications.
- West Virginia's Board of Counseling has received one military spouse application during the past year; however, the spouse qualified for licensure by endorsement and did not need to utilize any unique processes in the legislation related to military spouse license transfers.

#### *Occupational Therapy*

- Military spouses' applications are processed the same as any other applicant.
- Requirements for licensure by endorsement include licensure in a state with similar requirements and successful completion of the National Board for Certification in Occupational Therapy (NBCOT) exam.
- A 30-day, non-renewable temporary license can be utilized if spouses are waiting for documentation to process their application, but this is rarely necessary.
- The process to transfer an occupational therapy license takes two to three days following the completion of an application.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

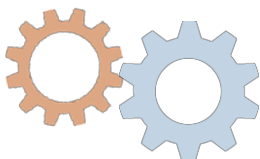
#### *Real Estate Commission*

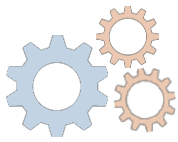
- The board does not currently have any unique procedures for military spouse applications.
- Spouses can transfer a license by endorsement until February 2018, at which time the board will no longer offer licensure by endorsement and spouses will need to pass exams for licensure.
- The process to transfer a license takes approximately two to three weeks after application, including the time needed to schedule and take the jurisprudence exam.

### Recommendations

#### Future efforts could:

- Educate occupational board staff regarding temporary licenses and fee waivers required by the legislation and ensure that those procedures are in place for all boards.
- Collaborate with each occupational board to ensure information about the unique procedures for military spouse licensure is provided on their website.





## WISCONSIN

### Summary of Legislation

In 2011, Wisconsin enacted Senate Bill 550, which requires occupational boards to issue temporary reciprocal licenses to military spouses who are licensed in another state. Half of the boards reported being aware of this legislation while the other half indicated that they did not issue temporary licenses to military spouses.

Location of Bill:

*Wisconsin Statute:* <https://docs.legis.wisconsin.gov/statutes/statutes/440.pdf>

### Results from Data Collection

General Findings

- All boards offer licensure by endorsement, but occupational therapists must take national and state exams regardless of previous licensure.
- Only the boards of Cosmetology and Massage Therapy and the Real Estate Commission issue temporary licenses for spouses transferring from another state. Staff of the boards of Dentistry, Counseling, and Occupational Therapy reported that temporary licenses are not available to spouses.
- All boards indicated that the application process can be expedited for anyone who submits an expediting application and fee.
- During the past year, one or two military spouses transferred a cosmetology license, and no spouses transferred a real estate license. No other boards had information about the number of military spouses transferring licenses.

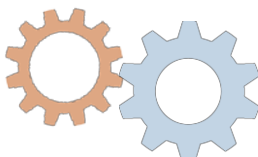
Findings Specific to Each Board

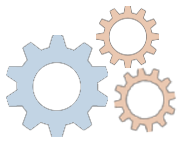
*Cosmetology*

- Licensure by endorsement requires a license from another state and 4,000 practice hours.
- A six-month temporary license, which can be renewed at the discretion of the board, is issued to allow spouses of Active Duty, National Guard, or Reserve members to work under the supervision of a fully-licensed professional in Wisconsin.
- The process to transfer a cosmetology license takes approximately 10-15 business days following submission of a completed application.

**Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:**

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process
<input type="radio"/> Not addressed in legislation <input checked="" type="radio"/> Addressed in legislation	





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Dental Hygiene*

- The board has no unique procedures for processing military spouse license applications besides waiving the application fee.
- For licensure by endorsement, spouses must submit proof of successful completion of the state jurisprudence exam and licensure from another state with equivalent requirements (e.g., cardio-pulmonary resuscitation (CPR) certification, completion of an accredited dental hygiene program, successful completion of the Commission on Dental Competency Assessments [CDCA], Western Regional Examining Board [WREB], or Central Regional Dental Testing Score [CRDTS] exam).
- Staff were unaware of temporary licenses available for military spouses.
- The process to transfer a dental hygienist license takes 10-15 days from application completion.

#### *Massage Therapy*

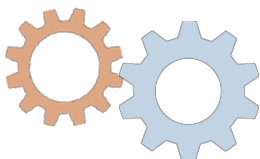
- The board waives spouses' application fees but otherwise processes all applications similarly.
- Spouses applying for licensure by endorsement must be nationally certified (such as by the National Certification Board for Therapeutic Massage and Bodywork [NCBTMB]) or have completed 600 classroom hours in an accredited program and the jurisprudence exam.
- Six-month temporary licenses are available for spouses who meet all other licensing requirements but have not yet completed exams.
- The process to transfer a massage therapy license takes approximately 10-15 business days after a completed application is submitted.

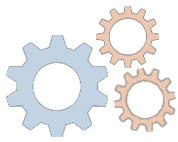
#### *Mental Health Counseling*

- Military spouse application fees are waived, but spouses' applications are typically processed in the same way as all other applications.
- Spouses applying for licensure by endorsement must have a license from another state with similar requirements, which is determined by the board on a case-by-case basis.
- Staff were unaware of temporary licenses available for military spouses.
- The process to transfer a counseling license following application takes about 10-15 days.

#### *Occupational Therapy*

- There are no unique procedures for processing military spouse applications besides waiving the application fee.
- In order to be issued a license, spouses must submit a completed application with proof of successful completion of the National Board for Certification in Occupational Therapy (NBCOT) and jurisprudence exams.
- Staff were unaware of temporary licenses available for military spouses.
- The process to transfer a massage therapy license takes 10-15 days following application.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

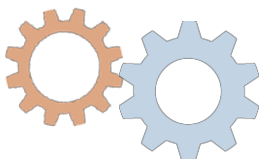
#### *Real Estate Commission*

- For licensure by endorsement, spouses must complete a state-specific exam, and except for licensees from Illinois or Indiana, provide proof of meeting similar educational requirements.
- Spouses of Active Duty, National Guard, and Reserve members can be issued a six-month temporary license, which may be renewed, to practice under a licensed supervisor.
- The process to transfer a real estate license takes approximately five days after submission of an application.
- No military spouses transferred a real estate license to Wisconsin during the past year, and only one spouse has transferred a license over the past four years.

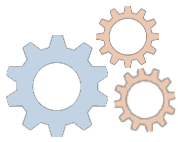
### Recommendations

#### Future efforts could:

- Ensure that each occupational board's website is user-friendly and has military spouse application information and forms easily accessible.
- Educate occupational board staff regarding the temporary licenses available to military spouses and ensure all staff know where to find information and forms.







## WYOMING

### Summary of Legislation

Senate Bill 74, which was enacted in 2013, requires occupational boards to have in place procedures for licensure by endorsement for military spouses and also allows for issuing temporary licenses to military spouses. However, not all boards have procedures for licensure by endorsement for military spouse applicants, and temporary licenses are very rarely issued or available.

Location of Statute:

Bill 74 - <https://legisweb.state.wy.us/2013/Introduced/SF0074.pdf>

### Results from Data Collection

General Findings

- Massage therapists are not required to be licensed in the state of Wyoming.
- The boards of Cosmetology, Dentistry, and Mental Health Counseling offer licensure by endorsement but no temporary licensure or expedited licensing procedures. Most applications are processed within a few weeks, typically making temporary licensure unnecessary.
- Licensure by endorsement, temporary licensure, and expediting procedures are not available for spouses applying to the Occupational Therapy Board or the Real Estate Commission; however, licenses are processed within a few days after application completion if spouses meet requirements.
- No information was available from any board about the number of military spouses who transferred their licenses in the last year.

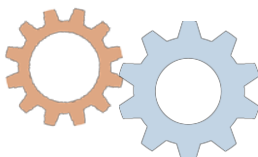
Findings Specific to Each Board

*Cosmetology*

- The military spouse application process does not differ from the process for any other applicant.
- Licensure by endorsement requires a current license from another state, successful completion of a board-administered theory and practice exam, and either active full-time practice for at least one year prior to application or equivalent requirements to Wyoming initial licensure.
- The board does not issue temporary licenses or expedite processing of license applications.
- The process to transfer a cosmetology license takes approximately two to three days following submission of an application.

*Dental Hygiene*

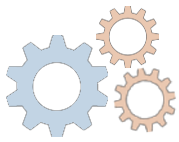
- The board has no unique procedures for processing military spouse license applications.



#### Legislation Meets Best Practices Guidelines for Military Spouse Licensure Portability by:

<input checked="" type="radio"/>	Licensure by endorsement
<input checked="" type="radio"/>	Temporary or provisional licensing
<input type="radio"/>	Expedited application process

- Not addressed in legislation
- Addressed in legislation



## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

- For licensure by endorsement, spouses must submit proof of licensure from another state with equivalent requirements (e.g., cardio-pulmonary resuscitation (CPR) certification; either 800 practice hours during the past year, completion of a regional exam during the past year, or 10 continuing education hours for each year without active practice) and successful completion of the state jurisprudence exam.
- The process to transfer a dental hygienist license takes approximately one to two weeks from application completion.

#### *Massage Therapy*

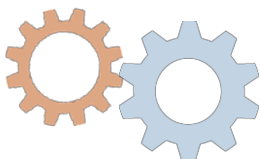
- Massage therapists are not required to be licensed in the state of Wyoming.
- Cities or counties can implement their own licensing requirements. Laramie County, which includes the city of Cheyenne, is the only county with massage therapy licensing requirements.
- Spouses applying for massage therapy licensure in Laramie County must submit an application with proof that they passed a physical exam within the last 14 days, have individual liability insurance, are a member in a national massage therapy organization, have completed appropriate education, and have not had a revoked or suspended license or a conviction.
- Laramie County does not offer temporary licenses or expedited licensing procedures.
- The process to transfer a massage therapy license in Laramie County takes approximately seven to ten days following application.

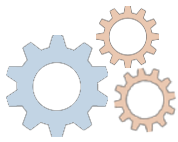
#### *Mental Health Counseling*

- Military spouse applications are processed in the same way as all other applications.
- Spouses applying for licensure by endorsement must have a license from another state with similar requirements (e.g., graduate degree from an accredited program, 3,000 supervised clinical hours, successful completion of the National Counselor Examination [NCE], National Clinical Mental Health Examination [NCMH], or other national exam).
- Temporary licenses are not issued by the board, and there are no expediting procedures. The board recommends that spouses start the application process as early as possible, even before moving to Wyoming.
- The process to transfer a counseling license following application takes about two to three weeks.

#### *Occupational Therapy*

- There are no unique procedures for processing military spouse applications.
- The board does not offer licensure by endorsement, and all permanent license applications have the same requirements (e.g., two letters of reference, completion of the National Board of Certification in Occupational Therapy [NBCOT] exam). There is no state-specific examination.
- One-time, 90-day temporary licenses are available but typically are unnecessary because the board processes applications quickly.
- The process to transfer a massage therapy license takes three days or less following application.





## Military Spouse Licensure Portability Examination State Report

### Results from Data Collection (continued)

#### *Real Estate Commission*

- Military spouses' license applications are processed the same way as all other applications, and state-specific exams and courses are required for licensure.
- No procedures for temporary licenses or expedited processing are in place.
- The process to transfer a real estate license takes approximately two to three days after a completed application is submitted.

### Recommendations

#### Future efforts could:

- Ensure that each occupational board has procedures for licensure by endorsement for military spouses and that board staff are educated about those procedures.
- Request information about military spouse status on licensing applications so that unique procedures can be implemented.

