

Occupational Therapy

Licensure by Exam with Waiver

Licensure Methods and Requirements

The method is for the applicant who is a registered Occupational Therapist or Occupational Therapy Assistant that has successfully completed the required examination but prefers to waive the current NBCOT Certification required to apply by endorsement.

An applicant must submit the application, fees and following documentation:

Fees for OT/OTA: \$180.00

- These fees are the State of Florida fees only, there will be additional charges imposed by the NBCOT for their examination. The NBCOT Website is: www.nbcot.org
- All fees are payable by check or money order made out to the Department of Health. DO NOT SEND CASH.
- The application fees are non-refundable. If requested, the licensure fee may be refunded to you if you are denied licensure or if you decide to withdraw your application.
- If incomplete, the application and fee may not be used for more than one year from the date of original submission of the application and fee.

Certified English Translations must be submitted for any document written in a foreign language.

Verification

- Must receive a current letter directly from NBCOT verifying successful passage of the NBCOT examination. Copies of NBCOT certificate or wallet card will not be acceptable. NBCOT charges a fee for this service. Contact NBCOT at (301) 990-7979 or its website at www.nbcot.org.
- Other state licenses you currently hold or have held, regardless of status. The applicant must notify the licensing state and pay any fees required by that state for this service.

Photo

- One 2x2 photo within **last six months**
- NO Polaroid photos and must be professional quality depicting head and shoulders only

Additional Education Requirements

- Prevention of Medical Errors: A two (2) hour Prevention of Medical Errors education course is required for initial licensure. The Board office must receive proof of this requirement to complete your application. The course can be completed by home study but must be given by a board-approved provider. NOTE: Only courses taken from a pre-approved Board of OT Practice provider is acceptable for this requirement.

List of Approved Medical Errors Courses: http://www.doh.state.fl.us/mqa/occupational/lst_med-errors.pdf

- The Board approves any course approved by any of the professions regulated within the Division of Medical Quality Assurance, the Department of Health. Visit our continuing education pages for more information:

Occupational Therapy Licensure by Exam with Waiver

<http://www.doh.state.fl.us/mqa/continuingeducation/index.html>

Temporary permits are not necessary for endorsement applicants. When an application is deemed complete by staff, a permanent license is issued, and later ratified by the board.

The application package at http://www.doh.state.fl.us/mqa/occupational/ot_lic_req.html contains additional information regarding the application, the fees, other required documentation, and special testing accommodations due to ADA or religious conflict issues and examination information.