



New Mexico Medical Board
2055 S. Pacheco Street, Building 400
Santa Fe, NM 87505
505-476-7220
Fax: 505-476-7233

Michelle Lujan Grisham
Governor

Karen Carson, MD
Chair

TO ALL APPLICANTS

Thank you for requesting an application for a license to practice medicine in New Mexico. We look forward to working with you to process your application.

A license to practice medicine in New Mexico is a privilege, not a right. The statutory mandate of the New Mexico Medical Board is to protect the health and safety of the citizens of the state, and the members of the Medical Board take their responsibilities very seriously. Upon completion, your application will be reviewed for quality assurance and reviewed by the medical and executive directors of the Board. You may be required to come to the Board Office in Santa Fe for an interview as part of the application process. *Please do not assume that licensure is a mere formality or that the granting of a license is automatic.*

PLEASE DO NOT: close your practice and move your family to New Mexico, enroll your children in school, begin construction of a new home, execute contracts with prospective practice partners, schedule patients, or begin practicing until you have received a license.

We will make every effort to complete the application process as quickly as possible but occasionally we encounter unanticipated questions or difficulties that may cause delay or even denial. We will not begin working on your application until we have received a completed NM Statewide application and all required fees. Please understand that much of the supporting documentation for your application has to be obtained from third parties, which can add time to the licensing process. In addition, some applications, such as those with a history of disciplinary action, require in-depth investigation that may take extra time and require your cooperation.

One sure way to make certain that your application is processed as efficiently as possible is to read the directions carefully, and call or email the Board office if you have any questions. Our staff will be happy to assist you in any way we can.

Again, thank you for your application. *We look forward to working with you to make this process as rapid and painless as possible!*

BASIC REQUIREMENTS FOR ALL APPLICANTS

I. EXAMINATION REQUIREMENTS

Applicants for licensure by examination must have attained a passing score of at least 75 on each required exam. An applicant may attempt to successfully complete any part of a board-approved examination **six times**, as long as the entire examination is successfully completed within **seven years** from the date the first step of the examination is passed. MD/PhD candidates must successfully complete the entire examination within ten years from the date the first step of the examination is passed.

- **Board Approved Examinations** (for more specific information see Part 3 of rules):
 1. All three “steps” of the United States Medical Licensing Examination (USMLE).
 2. Two “components” of the Federation Licensing Examination (FLEX).
 3. All three “parts” of the National Board of Medical Examiners examination (NBME). (*MD Only*)
 4. All three “parts” of the National Board of Examiners of Osteopathic Medical examination (NBOE). (*DO Only*)
 5. Three “components” of the Comprehensive Osteopathic Medical Licensing Examination (COMPLEX). (*DO Only*)
 6. Any of the above listed in (1), (2) or (3) in an approved “hybrid” combination, per Board rule 16.10.3.8 NMAC.
 7. The Board will accept the results of State Board examinations if taken and passed **before December 1973** (one of the national licensing examinations is required after that date).
 8. Medical Council of Canada Qualifying Examination (MCCQE).
 9. International medical graduates must have passed the ECFMG exam plus one of the approved combinations listed in Board rule 16.10.3.8 NMAC.

II. REQUIREMENTS FOR LICENSURE BY EXAMINATION

- **Education Requirements:** All applicants must have graduated and received a diploma from a New Mexico Board approved school, or present proof of completion of a program substantially equivalent to an United States medical school as determined by an international education credential evaluation service approved by the Board.
- **Postgraduate Training Requirements:** All applicants for a license must have satisfactorily completed twenty-four (24) months of postgraduate medical education in a program approved by the Board. The ACGME *Graduate Medical Education Directory* and the *Directory of Residency Programs of the Royal College of Physicians and Surgeons of Canada* are the official lists approved by the Board.
- **Examination Requirements:** All applicants for licensure by examination must have successfully passed one of the examinations or combination of examinations listed above.

III. REQUIREMENTS FOR LICENSURE BY ENDORSEMENT

Applicants who meet **ALL** of the following requirements may apply for licensure by endorsement, which means the Board does not require primary source verification of medical education, transcripts, postgraduate training and examination history:

1. Hold an unrestricted license in another state and be free of disciplinary history, license restrictions, or pending investigations in all states where they hold a license;
2. Graduated from an approved medical school or hold current ECFMG certification;
3. Hold current certification from a medical specialty board recognized by ABMS or AOA-BOS; and
4. Has been a licensed physician in the United States or Canada and has practiced medicine (not including postgraduate training) in the United States or Canada immediately preceding the application for at least three years.

A complete copy of the rules may be downloaded from the website at www.nmmb.state.nm.us. Part 2 of the rules addresses licensure requirements in detail, and Part 3 addresses examinations approved by the Board.

Medical Doctor, Doctor of Osteopathy and Telemedicine applicants must utilize the Online Application. Effective as of 5/3/2022, the NM Medical Board is now utilizing Hospital Services Corporation (HSC) for the processing of all Physician applications. You will be required to pay the application fee and any necessary fees for HSC to gather all your documentation for your application. Instruction will be provided during the Online Application process.

HSC is NCQA accredited and is endorsed by the New Mexico Medical Society. Please contact HSC at 505-346-0222 or toll free 866-908-0070 ext. 2006 to arrange utilizing their services. For more information, please contact credentialing@nmhsc.com or visiting their website at <https://ecredspractitioner.nmhsc.com/Account/Login?ReturnUrl=%2F>

CRIMINAL HISTORY BACKGROUND CHECK

Like other state medical boards around the country, the NM Medical Board will conduct criminal background checks in order to fulfill its statutory mandate to protect the health and safety of the NM public. The applicant is responsible for any costs associated with obtaining fingerprints.

Will the criminal background check slow down my license application?

An application for initial licensure will not be considered complete until the required fingerprinting has been completed. However, completed applications will be processed pending the outcome of the background check, and licenses may be granted while the screening is still pending. If the background check reveals a felony or a violation of the Medical Practice Act the licensee will be notified and the Board will determine if the applicant is eligible for licensure or if disciplinary action will be taken against the licensee.

The State of NM has recently partnered with Gemalto to improve the public availability of fingerprint services, shorten background check response times and increase applicant convenience.

PLEASE DO NOT SEND YOUR FINGERPRINTS TO THE BOARD. WE WILL NOT ACCEPT THEM AND THEY WILL BE RETURNED TO YOU.

PLEASE READ AND FOLLOW THESE INSTRUCTIONS CAREFULLY



(ORI: NM920230Z, Reason should populate to: 61-6-11 Medical Licensure)

If you are a current resident of NM, please follow the instructions below:	If you live outside of NM, please follow the instructions below:
ALL APPLICANTS MUST REGISTER ONLINE	
<ol style="list-style-type: none">1. To register, please visit https://www.aps.gemalto.com/index.htm and click on the State of NM logo. While online registration is the preferred registration method, telephone registration can also be completed by calling 1-877-99NMAPS (1-877-996-6277)2. Go to the “Applicant Use” Section of the webpage3. Click on the Register Online for a Background Check link. (Registration is the process of collecting demographic information (name, height, eye color, etc) and collection of payment. The new fee for fingerprint service is <u>\$45.25</u>.)4. Once Registration and payment are complete the applicant will receive a registration ID (REG ID) that is unique to their fingerprinting record.5. Visit one of the NMAPS fingerprint sites. Please see attached list of approved sites in NM or go to https://www.aps.gemalto.com/index.htm > New Mexico > Print Locations and Hours.6. The REG ID and a valid form of identification are required at the fingerprint site. You must be registered prior to arriving at a fingerprint site.7. The following are required at the fingerprint site: Valid Photo ID (such as Driver’s License or State ID card), Registration ID and Money Order (If this was your selected payment method)	<ol style="list-style-type: none">1. All out of state applicants must request from the NM Medical Board 1 set of fingerprint cards before starting the registration process. <u>Fingerprint cards cannot be downloaded from the Board’s web site.</u> Blank fingerprint cards will automatically be mailed to you upon receipt of application.2. To register, please visit https://www.aps.gemalto.com/index.htm and click on the State of NM logo. While online registration is the preferred registration method, telephone registration can also be completed by calling 1-877-99NMAPS (1-877-996-6277)3. Go to the “Applicant Use” Section of the webpage4. Click on the Register Online for a Background Check link. (Registration is the process of collecting demographic information (name, height, eye color, etc) and collection of payment. The new fee for fingerprint service is <u>\$45.25</u>.)5. Once Registration and payment are complete the applicant will receive a registration ID (REG ID) that is unique to their fingerprinting record6. Applicant must mail their completed set of fingerprint cards to the following address: Gemalto NM Card Receiver APS Department #165 2964 Bradley Street Pasadena, CA 91107
Questions? Please visit the Useful Links portion of the website and see FAQ’s	
<i>**You will have 90 days from the time of registration to get your fingerprints completed. After 90 days, your registration will be cancelled, and you will need to begin the process once again. **</i>	

