

What to Expect When Using the Uniform Application (UA)

How do I get to the application?

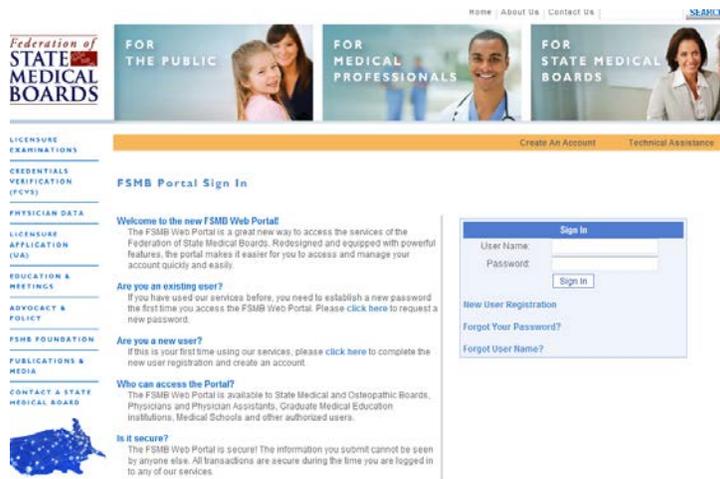
1. Click on the license application link or the UA logo  that is on the board's website at the following link - <https://medicalboard.iowa.gov/services/forms.html>.

This will take you to the FSMB UA website.



The screenshot shows the FSMB UA website homepage. At the top, there is a banner with the text "Expedited. UA The UA streamlines and simplifies" and "UNIFORM APPLICATION FOR PHYSICIAN STATE LICENSURE". Below the banner is a navigation menu with links: OVERVIEW, UA HISTORY, USE THE UA, FAQS, and UA CONTACTS. The main content area is titled "UNIFORM APPLICATION FOR PHYSICIAN STATE LICENSURE (UA)" and contains a description of the application process. A sidebar on the left lists various services: LICENSURE EXAMINATIONS (USMLE), CREDENTIALS VERIFICATION (FCVS), LICENSURE APPLICATION (UA), PHYSICIAN DATA (PDS), EDUCATION & MEETINGS, ADVOCACY & POLICY, FSMB FOUNDATION, PUBLICATIONS & MEDIA, and CONTACT A STATE MEDICAL BOARD. A map of the United States is visible in the bottom left corner. The bottom of the page features three columns of links: "UA FOR PHYSICIANS", "CREDENTIALS VERIFICATION (FCVS)", and "RESOURCES & UPDATES".

2. Select the UA logo . This will take you to the FSMB Portal Sign In page.



The screenshot shows the FSMB Portal Sign In page. At the top, there is a navigation menu with links: Home, About Us, Contact Us, and SEARCH. Below the navigation menu is a banner with three sections: "FOR THE PUBLIC", "FOR MEDICAL PROFESSIONALS", and "FOR STATE MEDICAL BOARDS". The main content area is titled "FSMB Portal Sign In" and contains a welcome message and a sign-in form. The sign-in form has fields for "User Name:" and "Password:" and a "Sign In" button. Below the sign-in form are links for "New User Registration", "Forgot Your Password?", and "Forgot User Name?". A sidebar on the left lists various services: LICENSURE EXAMINATIONS, CREDENTIALS VERIFICATION (FCVS), PHYSICIAN DATA, LICENSURE APPLICATION (UA), EDUCATION & MEETINGS, ADVOCACY & POLICY, FSMB FOUNDATION, PUBLICATIONS & MEDIA, and CONTACT A STATE MEDICAL BOARD. A map of the United States is visible in the bottom left corner.

If you do not have an existing account, you will need to register by selecting New User Registration.

How do I complete the application?

1. Once registered, you will be asked to select the state to which you are applying for a license.

Federation of STATE MEDICAL BOARDS Uniform Application for Physician State Licensure

Navigation Options:

Uniform Application for Physician State Licensure

On October 27, 2011, the FSMB will begin collecting a one-time service charge of \$50.00 from all Uniform Application (UA) applicants when they submit the UA for the first time. This service charge will be collected by the FSMB, not state boards. This charge is separate from any state licensure application fees.

Welcome to the Uniform Application for Physician State Licensure (UA)! The UA is designed to make the physician licensing process more portable among states, convenient and less redundant. Each participating state medical and osteopathic licensing board that utilizes the UA, allows physicians to fill out and submit their initial application online. Along with utilizing the UA, each participating state board includes state specific addendums that address any state specific requirements.

If a physician chooses or is required, his or her primary source verified credentials are provided through the Federation of State Medical Board's Credentials Verification Service (PCVS). The same self-reported data set in the PCVS application is auto populated into the UA.

Verifying credentials with the primary source is a difficult and time consuming part of the licensure process, but once obtained through PCVS, credentials are permanent, protected and portable. Physicians are better prepared to become mobile among states, therefore dealing with disasters or emergencies and aiding in recovery efforts without unnecessary delays.

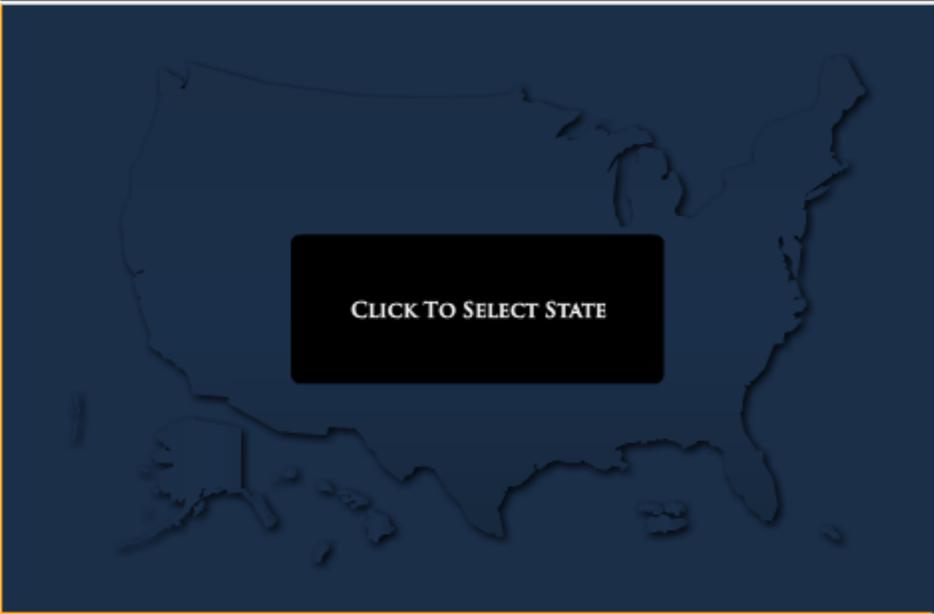
NOTE: In order to view PDF documents, you must have Adobe Reader installed on your computer.

[Get Adobe Reader](#)

To begin the application process please select a state from either the State Board Map or the dropdown:

Iowa

State Board	PCVS Status	Accepts UA
Iowa Board of Medicine	Accepts PCVS	Yes <input type="button" value="Select"/>



CLICK TO SELECT STATE

2. You will be guided through a few screens and will eventually get to the State Instructions screen. It is important that you print off a copy of these instructions and read them carefully as they will assist you in completing the UA.

This application is used for permanent, resident, special, and temporary licenses. Be sure to follow the instructions that are applicable for the type of license you are applying for.

The screenshot shows the website for the Iowa Board of Medicine's Uniform Application for Physician State Licensure. At the top left is the Iowa Board of Medicine logo. The page title is "Uniform Application for Physician State Licensure". Below the title is a navigation menu with the following items: "State Instructions", "Personal Information", "Education & Certification", "Licensure & Employment", "Malpractice & Liability", "Forms & Affidavit", and "Review & Submit". The "State Instructions" item is currently selected. Below the navigation menu, the main content area is titled "State Instructions" and contains the following text: "Please read the following for the Iowa Board of Medicine:". Below this text is a link to "Instructions for Iowa Board of Medicine" with a PDF icon. To the right of this link is a note: "NOTE: In order to view PDF documents, you must have Adobe Reader installed on your computer." Below the note is a "Get Adobe Reader" button. At the bottom of the main content area is a "CONTINUE" button. The footer of the page contains the following information: "© 2008 Federation of State Medical Boards", "400 FULLER WISER ROAD | SUITE 300 | EULESS, TX 76039 TEL (817)868-4000 FAX (817)868-4099", and "Contact Us".

3. You will be asked to provide information in the following categories.

- Personal Information
- Education & Certification
- Licensure & Employment
- Malpractice & Liability

4. At the end of completing the UA, you will come to the Forms & Affidavit page. It is important that you print the forms, affidavit and the state addendums as these items are needed for the application process. If you do not have access to a printer when you are completing the UA, you have the ability to log back into your UA at another time and print the forms you need. These documents may not be submitted electronically.



Uniform Application for Physician State Licensure

Welcome UA Demo 01 No FCVS! Navigation Options: [Logout](#)

State Instructions | Personal Information | Education & Certification | Licensure & Employment | Malpractice & Liability | Forms & Affidavit | Review & Submit

Forms & Affidavit

Because these forms must be physically signed and/or sent to other state boards, you must print them out.

-  [Affidavit and Authorization For Release of Information](#)
-  [Form #1: Licensure Verification Form\(s\)](#)
(Remember to print out enough to send to each licensing entity.)
-  [Form #2: Medical School Verification](#)
-  [Form #3: Postgraduate Training Verification](#)
-  [Form #4: Fifth Pathway Verification](#)

NOTE: In order to view PDF documents, you must have the Adobe Reader installed on your computer.



State Addendum

Please complete the following form(s) for the Iowa Board of Medicine :

-  [Addendum for Iowa Board of Medicine](#)

Various forms within this addendum must be printed and signed. We suggest you save this file to your computer if you need to make multiple copies.

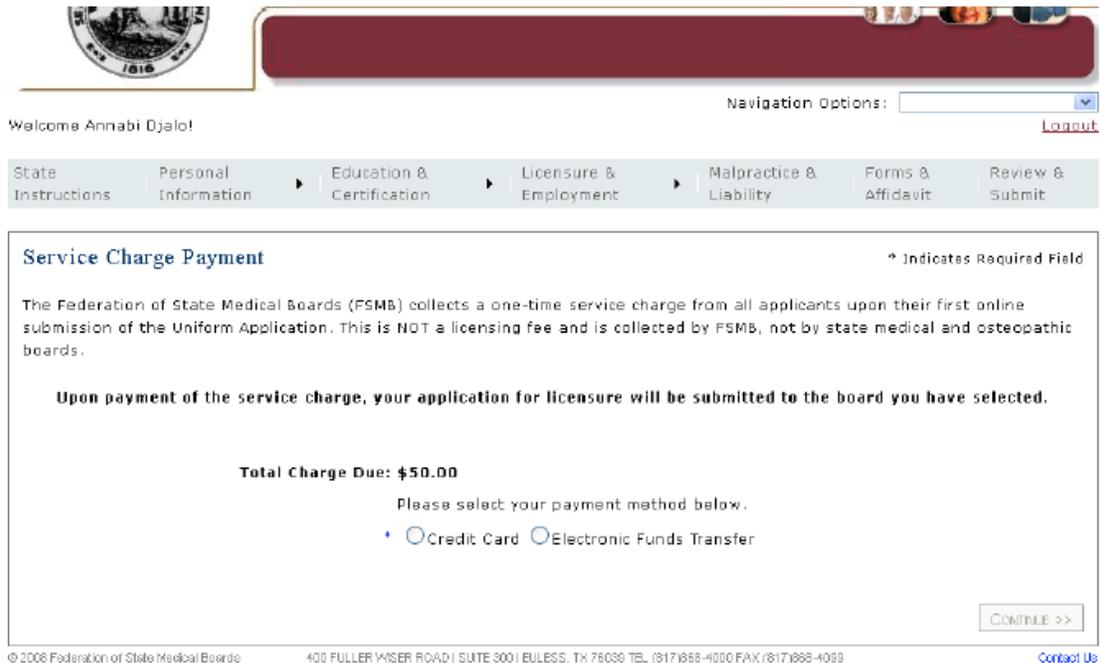
For more information, please visit the [Iowa Board of Medicine Website](#).

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How do I submit the application?

1. After completing the UA and printing the forms, affidavit and addendums, you will have the option to review the information you entered before submitting the UA to Iowa. At this point, you should print a copy of what you are submitting for your records.
2. If you do not have an existing UA, you will be directed to the Service Charge Payment Screen. There is a one-time \$50 fee for establishing a UA. This fee goes to the Federation of State Medical Boards – it is not a state board fee.

Applicants with an existing UA will not be charged the \$50 fee and will not see the Service Charge Payment screen(s).



The screenshot shows a web interface for the Federation of State Medical Boards. At the top left is the organization's seal. Below it, the user is logged in as "Annabi Djalot". A navigation menu includes: State Instructions, Personal Information, Education & Certification, Licensure & Employment, Malpractice & Liability, Forms & Affidavit, and Review & Submit. The main content area is titled "Service Charge Payment" and contains the following text:

The Federation of State Medical Boards (FSMB) collects a one-time service charge from all applicants upon their first online submission of the Uniform Application. This is NOT a licensing fee and is collected by FSMB, not by state medical and osteopathic boards.

Upon payment of the service charge, your application for licensure will be submitted to the board you have selected.

Total Charge Due: \$50.00

Please select your payment method below.

Credit Card Electronic Funds Transfer

At the bottom right of the form is a "CONTINUE >>" button. The footer contains copyright information for 2008, the address "400 FULLER WISER ROAD | SUITE 300 | EULESS, TX 76039", phone number "(817)868-4000", fax number "(817)868-4088", and a "Contact Us" link.

3. After you submit your payment, you will receive a confirmation screen that indicates your payment was accepted. Print this page for your records.

Welcome Annabi Djalol Navigation Options: [Logout](#)

State Instructions | Personal Information | Education & Certification | Licensure & Employment | Malpractice & Liability | Forms & Affidavit | Review & Submit

Service Charge Payment ↑ Indicates Required Field

The Federation of State Medical Boards (FSMB) collects a one-time service charge from all applicants upon their first online submission of the Uniform Application. This is NOT a licensing fee and is collected by FSMB, not by state medical and osteopathic boards.

Upon payment of the service charge, your application for licensure will be submitted to the board you have selected.

Total Charge Due: \$0.00

Please select your payment method below.

Credit Card Electronic Funds Transfer

Thank you for your payment! Your payment confirmation number is:
V [REDACTED] [print a copy of this page](#)

Your application was submitted!

Thank you for utilizing the Uniform Application for Physician State Licensure for your licensing needs.

Please click the Continue >> button below to review your Uniform Application.

© 2008 Federation of State Medical Boards 400 FULLER WALKER ROAD | SUITE 300 | EULESS, TX 76039 TEL: (817)868-4000 FAX: (817)868-4099 [Contact Us](#)

4. Upon receipt of the service charge payment, your application will be submitted to the Iowa Board of Medicine.

Can I access the UA after it has been submitted?

1. Yes, you can log into your UA account to update information in the application, print instructions/forms, and review the submission status.