

Wisconsin Department of Safety and Professional Services

Mail To: P.O. Box 8935
Madison, WI 53708-8935
FAX #: (608) 261-7083
Phone #: (608) 266-2112

Ship To: 1400 E. Washington Avenue
Madison, WI 53703
E-Mail: dsps@wisconsin.gov
Website: <http://dsps.wi.gov>

MEDICAL EXAMINING BOARD

RESPIRATORY CARE PRACTITIONER CERTIFICATION INFORMATION

All applicants shall pass the National Board for Respiratory Care (NBRC) examination and an open book examination on the Wisconsin Statutes and Administrative Code.

TEMPORARY CERTIFICATES:

An applicant for certification may apply to the Board for a Temporary Certificate to practice respiratory care if the applicant meets one of the following categories. If a review is required, the Temporary Certificate cannot be issued until the review is complete.

A. Graduate of Respiratory Care (new graduate):

- A new graduate may qualify for a Temporary Certificate if they have completed all requirements for licensure with the exception of taking and passing the NBRC examination.
- Practice during the period of the Temporary Certificate shall be in consultation, at least monthly, with a Respiratory Care Practitioner or a Physician who shall at least once a month endorse the activities of the person holding the Temporary Certificate.
- A Temporary Certificate will expire 90 days after the date of issuance, or upon notification of failure of the NBRC examination, whichever is sooner.

B. Certified Practitioners (individuals who hold a license in another state):

- An individual who currently holds an active license in another state may qualify for a Temporary Certificate if they have completed all requirements for licensure and DSPS is awaiting the receipt of their license verification from the State Board(s).
- A Temporary Certificate will expire 90-days after the date of issuance, and may not be renewed.

An applicant **may** be required to complete an oral examination if he/she:

1. has a medical condition which in any way impairs or limits the applicant's ability to practice respiratory care with reasonable skill and safety;
2. uses chemical substances so as to impair in any way the applicant's ability to practice respiratory care with reasonable skill and safety;
3. has been diagnosed as suffering from pedophilia, exhibitionism, or voyeurism;
4. has within the past 2-years engaged in the illegal use of controlled dangerous substances;
5. has been subject to adverse formal action during the course of respiratory care education, postgraduate training, hospital practice, or other respiratory care employment;
6. has been disciplined or had licensure denied by a licensing or regulatory authority in Wisconsin or another jurisdiction;
7. has been convicted of a crime the circumstances of which substantially relate to the practice of respiratory care;
8. has not practiced respiratory care for more than 1,200 hours during the last 3-years prior to application;
9. has graduated from a respiratory care school not approved by the Board

An applicant who meets any of the above criteria 1-9 shall be reviewed by the Respiratory Care Practitioner Council to determine whether an applicant is required to complete an oral examination. If selected to appear for an oral examination, you will be advised of that date upon completion of your application.

Applicants required to complete an oral examination will be charged the fee of \$266.00.

An applicant who fails to receive a passing score on the NBRC examination and/or the Wisconsin Statutes and Rules examination three (3) times must submit a Remedial Education Plan to the Board for approval prior to re-scheduling the exam. An applicant for an oral examination may re-apply twice at not less than 4-month intervals.

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APPLICATION FOR CERTIFICATION TO PRACTICE RESPIRATORY CARE

Under Wisconsin law, the Department must deny your application if you are liable for delinquent State Taxes or Child Support (Wis. Stats. § 440.12).

PLEASE TYPE OR PRINT IN INK				<input type="checkbox"/> Your name and address are available to the public. Check box to withhold street address/PO Box number from lists of 10 or more credential holders (Wis. Stat. § 440.14)			
Last Name		First Name		MI	Former / Maiden Name(s)		
<input type="text"/>		<input type="text"/>		<input type="text"/>	<input type="text"/>		
Address (street, city, state, zip)				Daytime Telephone Number			
<input type="text"/>				<input type="text"/> - <input type="text"/> - <input type="text"/>			
Mailing Address (if different)				Date of Birth			
<input type="text"/>				<input type="text"/> / <input type="text"/> / <input type="text"/>			
Social Security #		Your Social Security Number or Employer Identification Number must be submitted with your application on this form. If you do not have a Social Security Number, you must complete Form #1051. The Department may not disclose the Social Security Number collected except as authorized by law.					
<input type="text"/>							
Ethnicity/gender status information is optional.							
Ethnicity: <input type="checkbox"/> White, not of Hispanic origin <input type="checkbox"/> American Indian or Alaskan <input type="checkbox"/> Hispanic <input type="checkbox"/> Black, not of Hispanic origin <input type="checkbox"/> Asian or Pacific Islander <input type="checkbox"/> Other							
Sex: <input type="checkbox"/> M <input type="checkbox"/> F							
Email Address							
<input type="text"/>							
Have you ever been licensed in Wisconsin as a Respiratory Care Practitioner? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list your credential number:							
<input type="text"/>							
School Name				School Address (street, city, state)			
<input type="text"/>				<input type="text"/>			
Date Diploma Granted				Degree			
<input type="text"/>				<input type="text"/>			

APPLICATION FEES: Please check applicable box. Make check payable to DSPS and attach to this application.

- I am seeking a Veteran Fee Waiver** (for Initial Credential Fee only, see page 2 for further information)
- Initial Credential**
 \$ 75.00 Initial Credential Fee
 \$ 75.00 State Law Exam
\$150.00 Total Fee Attached
- Request for a Temporary Certificate**
\$ 10.00 (is required in addition to the above fee and is non-refundable)
- Re-Registration of a Credential** (for late renewal after (5) five years)
 \$141.00 Renewal Fee
 \$ 25.00 Renewal Late Fee
 \$ 75.00 State Law Exam
\$241.00 Total Fee Attached

For Receiving Use Only (28)

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APPLICATION IS NOT COMPLETE UNTIL ALL OF THE FOLLOWING DOCUMENTS HAVE BEEN RECEIVED:

- Application (**Form #1790**) and appropriate fee
- Certificate of Professional Education (**Form #1792**), not applicable for re-registration
- Verification of Certification from the National Board for Respiratory Care (**Form #1793**), not applicable for re-registration
- Verification of licensure from all State Boards where licensed, active and inactive
- Convictions and Pending Charges (**Form #2252**), if applicable
- Wisconsin Statutes and Rules Examination
- Request for a Temporary Certificate (**Form #1815**), for new graduates
- Request for a Temporary Certificate (**Form #2871**), for individuals who hold a license in another state
- Malpractice Suits or Claims (**Form #2829**) and copies of malpractice suit, court documents with allegations and settlement, if applicable
- Practice of Respiratory Care (**Form #1794**), not applicable for new graduates

ARE YOU A VETERAN? If yes, please view the Department website at <http://dsps.wi.gov> under “License, Permits, and Registrations” and select “Military Benefits Related to Licensure for Eligible Veterans Services Members and Spouses” for eligibility requirements.

If you qualify, are you requesting a waiver of your initial credentialing fee? Yes No

If Yes, provide a copy of your Department of Veterans Affairs voucher code and list your DVA Voucher Code Number:

If you qualify, are you requesting equivalency of your Military Training and experience? Yes No

If Yes, complete and return the Veteran Request Application Addendum (**Form #2996**). This form must be included with this application.

If you qualify, are you requesting Temporary Spousal Reciprocal License? Yes No

If Yes, do not complete this form. You must complete and return the Application for Temporary Spousal Reciprocal License (**Form #2982**).

You may contact the DVA at 1-800-WisVets or www.WISVET.com for assistance in obtaining your DVA Voucher Code and/or documents related to your training.

CONTINUING EDUCATION AND RENEWAL REQUIREMENTS: Please view the Department website at <http://dsps.wi.gov> and select the “Professional Credential Renewal Information.”

PRACTICE: Account for all activities and practice starting from the date of graduation to the present time. Must include professional and nonprofessional activities. All time and dates must be accounted for. (Attach additional sheets, if necessary.)

Employer Name and Location (City, State)	Job Title and Duties (i.e. office staff, food service, PA, etc.)	Hours	Dates Employed (Month/Year)
<input style="width: 100%; height: 100%;" type="text"/>	<input style="width: 100%; height: 100%;" type="text"/>	<input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time # of Hours/Week <input style="width: 100px;" type="text"/>	(From) <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> / <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> (To) <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> / <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/>
<input style="width: 100%; height: 100%;" type="text"/>	<input style="width: 100%; height: 100%;" type="text"/>	<input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time # of Hours/Week <input style="width: 100px;" type="text"/>	(From) <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> / <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> (To) <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> / <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/>
<input style="width: 100%; height: 100%;" type="text"/>	<input style="width: 100%; height: 100%;" type="text"/>	<input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time # of Hours/Week <input style="width: 100px;" type="text"/>	(From) <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> / <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> (To) <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> / <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/>
<input style="width: 100%; height: 100%;" type="text"/>	<input style="width: 100%; height: 100%;" type="text"/>	<input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time # of Hours/Week <input style="width: 100px;" type="text"/>	(From) <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> / <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> (To) <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> / <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/>

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I AM OR HAVE BEEN LICENSED IN THE FOLLOWING STATE(S): (include all active and inactive states)

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For each credential listed above, you are required to have each State Board or territory of the United States submit a letter of verification to the Wisconsin Medical Examining Board. The verification letter(s) must state your date of birth, credential number, date of issuance, and a statement regarding disciplinary actions.

TEMPORARY CERTIFICATE: (please check one of the following boxes)

- I plan to take the next National Certifying Examination on:

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- I have taken and passed the National Certifying Examination.
- I am licensed in another state and I have taken the National Certification Examination for Respiratory Care.

ANSWER THE FOLLOWING QUESTIONS (attach additional sheet(s) if necessary)

1.	Are you familiar with the state health laws and rules and regulations of the Wisconsin Department of Health regarding communicable diseases?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.	Have you ever surrendered, resigned, canceled, or been denied a professional license or other credential in Wisconsin, or any other jurisdiction? If yes, give details on an attached sheet, including the name of the profession and the agency.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.	Have you ever failed to pass any state board examination, national board examination, or NBRC examination? If yes, provide details below: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.	Has any licensing or other credentialing agency ever taken any disciplinary action against you, including but not limited to any warning, reprimand, suspension, probation, limitation, or revocation? If yes, attach a sheet providing details about the action, including the name of the credentialing agency and date of action.	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.	Is disciplinary action pending against you in any jurisdiction? If yes, attach a sheet providing details about pending action, including the name of the agency and status of action.	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.	Have you ever been convicted of a misdemeanor or a felony, or do you have any felony or misdemeanor charges pending against you? If yes, submit Convictions and Pending Charges (Form #2252).	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.	Are you incarcerated, on probation, or on parole for any conviction? If applicable, attach a sheet providing details including the terms of incarceration and a copy of a report from your probation or parole officer.	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.	Have any suits or claims ever been filed against you as a result of professional services? If yes, submit a copy of the claim or suit and a copy of the final settlement or disposition and complete Malpractice Suits or Claims (Form #2829).	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.	Are you registered or licensed in any other profession(s)? If yes, state what profession(s) and in what state(s): <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.	Have you ever been credentialed under any other name(s)? If yes, state name(s) credentialed under: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<input type="checkbox"/> Yes <input type="checkbox"/> No

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For the purposes of these questions, the following phrases or words have the following meanings:

"Ability to practice respiratory care" is to be construed to include all of the following:

1. The cognitive capacity to make appropriate clinical diagnoses and exercise reasoned respiratory care judgments and to learn and keep abreast of respiratory care developments; and
2. The ability to communicate those judgments and respiratory care information to patients and other health care providers, with or without the use of aids or devices, such as voice amplifiers; and
3. The physical capability to perform medical tasks such as physical examination and surgical procedures, with or without the use of aids or devices, such as corrective lenses or hearing aids.

"Medical Condition" includes physiological, mental or psychological conditions or disorders, such as, but not limited to orthopedic, visual, speech, and hearing impairments, Cerebral Palsy, epilepsy, Muscular Dystrophy, Multiple Sclerosis, cancer, heart disease, Diabetes, mental retardation, emotional or mental illness, specific learning disabilities, HIV disease, tuberculosis, drug addiction and alcoholism.

"Chemical Substances" is to be construed to include alcohol, drugs, or medications, including those taken pursuant to a valid prescription for legitimate medical purposes and in accordance with the prescriber's direction, as well as those used illegally.

"Currently" does not mean on the day of, or even in the weeks or months preceding the completion of this application. Rather, it means recently enough so that the use of drugs may have an ongoing impact on one's functioning as a licensee, or **within the past two years**.

"Illegal use of Controlled Dangerous Substances" means the use of controlled dangerous substances obtained illegally (e.g. heroin or cocaine) as well as the use of controlled dangerous substances, which are not obtained pursuant to a valid prescription, or not taken in accordance with the directions of a licensed health care practitioner.

11.	Do you have a medical condition, which in any way impairs or limits your ability to practice respiratory care with reasonable skill and safety? If yes, please explain.	<input type="checkbox"/> Yes <input type="checkbox"/> No
12.	Does your use of chemical substance(s) in any way impair, or limit your ability to practice respiratory care with reasonable skill and safety? If yes, please explain.	<input type="checkbox"/> Yes <input type="checkbox"/> No
13.	Are the limitations or impairments caused by your medical condition reduced or ameliorated because you receive ongoing treatment (with or without medications) or participate in a monitoring program? If yes, please explain.	<input type="checkbox"/> Yes <input type="checkbox"/> No
14.	Are the limitations or impairments caused by your medical condition reduced, or ameliorated because of the field of practice, the setting, or the manner in which you have chosen to practice? If yes, please explain.	<input type="checkbox"/> Yes <input type="checkbox"/> No
15.	Have you ever been diagnosed as having, or have you ever been treated for pedophilia, exhibitionism, or voyeurism? If yes, please explain.	<input type="checkbox"/> Yes <input type="checkbox"/> No
16.	Are you currently engaged in the illegal use of controlled dangerous substances?	<input type="checkbox"/> Yes <input type="checkbox"/> No
17.	If yes, are you currently participating in a supervised rehabilitation program or professional assistance program, which monitors you in order to assure that you are not engaging in the illegal use of controlled dangerous substances? If yes, please explain.	<input type="checkbox"/> Yes <input type="checkbox"/> No

CERTIFICATION OF LEGAL STATUS:

I declare under penalty of law that I am (check one):

- A citizen or national of the United States, or
- A qualified alien or nonimmigrant lawfully present in the United States who is eligible to receive this professional license or credential as defined in the Personal Responsibility and Work Opportunities Reconciliation Act of 1996, as codified in 8 U.S.C. §1601 et. Seq. (PRWORA).
For questions concerning PRWORA status, please contact the U.S. Citizenship and Immigration Services in the Department of Homeland Security at 1-800-375-5283 or online at <http://www.uscis.gov>.

Should my legal status change during the application process or after a credential is granted, I understand that I must report this change to the Wisconsin Department of Safety and Professional Services immediately.

Wisconsin Department of Safety and Professional Services

CONTINUING DUTY OF DISCLOSURE

I understand that I have a continuing duty of disclosure during the application process. If information I have provided in this application becomes invalid, incorrect or outdated, I understand that I am obliged to provide any necessary information to ensure the information on my application remains current, valid, and truthful. I understand that Credentialing authorities may view acts of omission as dishonesty and that my duty of disclosure during the application process exists until licensure is granted or denied.

AFFIDAVIT OF APPLICANT

I declare that I am the person referred to on this application and that all answers set forth are each and all strictly true in every respect. I understand that failure to provide requested information, making any materially false statement and/or giving any materially false information in connection with my application for a credential or for renewal or reinstatement of a credential may result in credential application processing delays; denial, revocation, suspension or limitation of my credential; or any combination thereof; or such other penalties as may be provided by law. I further understand that if I am issued a credential, or renewal, or reinstatement thereof, failure to comply with the statutes and/or administrative code provisions of the licensing authority will be cause of disciplinary action.

By signing below, I am signifying that I have read the above statements (Certification of Legal Status, Continuing Duty of Disclosure, and Affidavit of Applicant) and understand the obligation I have as an applicant or credential-holder should information I've provided to the Department of Safety and Professional Services change.

Signature: Date: / /