

PHYSICIAN APPLICATION FREQUENTLY ASKED QUESTIONS

If you have any questions about applying for a Wyoming Medical license, please refer to this list. This list is intended to clarify common questions or concerns about the application. If any of your questions or concerns have not been answered here, please call or e-mail the Board office.

(307) 778-7053 or wyoedboard@wyo.gov

Can I check the status of my application online?

Yes, please use the 'Pending Application Status' tool located under the INITIAL PHYSICIAN APPLICATION page of the Board's website. The tool is located in a box to the right of that page.

I logged on to check the status of my application, why does it state that items are incomplete, that I know have been sent to the Board?

If you have not paid your application fee yet, your online status has not been updated. Your online status will be updated within 24-48 hours of receipt of your payment. It will then continue to be updated every 24-48 hours until your application is complete.

Why does the Application Fee say "Incomplete" when I already paid \$50.00?

The \$50.00 is the one-time first user fee paid to the Federation of State Medical Boards for the use of the Uniform Application. There is a separate \$600.00 application fee for the state of Wyoming, Board of Medicine.

How do I pay the \$600 application fee?

After you submit the Uniform Application (UA) to the WY Board of Medicine, an automated e-mail from wyoedboard@wyo.gov will be sent with the link to the payment page. Please wait up to 24 hours after submission of the UA to receive it. If you still do not receive it, please check your spam folder or copy and paste this link into your browser (you will need your Submit ID given to you by the UA):

<https://wybom.glsuite.us/glsuiteweb/clients/wybom/private/login.aspx?DestinationURL=PhysicianApp>

You can also find this link on our website under the INITIAL PHYSICIAN APPLICATION page

How long does it take to get a temporary license? Is there a separate fee or application for a temporary license?

Although we cannot give an exact time estimate for an applicant to be granted a temporary license, the process can be very quick depending on the details of the applicant and application. We offer two versions of our temporary license, an **expedited** temporary license and a **regular** temporary license. Please refer to the homepage of our website or the 'Initial Physician Application' page of our website for the requirements an applicant must meet to be granted an **expedited** temporary. If the applicant does not meet those requirements, the application will be reviewed for a **regular** temporary license once the application and all supporting license materials have been received by the Board office.

There is no separate fee or application for a temporary license and every application is reviewed for eligibility for a temporary license.

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When will an active “permanent” license be granted?

“Permanent” licenses are only reviewed and granted at the Board’s scheduled Board meetings, which typically occur in January, April, July and October. The application must be completed, in its entirety, including all supporting materials, 15 business days before the next scheduled Board meeting in order to be reviewed. Some applicants may be required to interview with the Board before being considered for a “permanent” license.

How long are my application and its supplemental documents valid?

An application and all of the supplemental documents are considered valid for 6 months after the date it has been received by the Board, even if the application has not been paid for.

What happens to my application if it is not completed in the six-month window?

If your application is not completed by the six-month window, and you were not given a temporary license, or you did not pay for your application, your application will simply expire.

If you were issued a temporary license and you did not complete the application in the six month window, your application will be considered for denial at the following Board meeting.