

Dear Licensee,

DC Health is happy to announce the **renewal portal** for the **Board of Veterinary Medicine** is now LIVE!
As a licensee, you can now easily renew your veterinarian license through this portal:

<https://dohenterprise.my.salesforce-sites.com/dhealthrenewals>

Please note that the Criminal Background Check (via Name Search, Not fingerprinting) portion of the renewal process may take longer than expected. Therefore, it is highly recommended that you renew your license early to avoid delays in the renewal process and ensure that you can continue practicing without interruptions. If your license is not renewed by the close of business on December 31, 2023, you will not be allowed to practice in the District of Columbia. It is important to remember that practicing with an expired license is illegal and could lead to disciplinary action by the Board of Veterinary Medicine. Licensees can renew within the 60-day grace period (January 1, 2024, to February 29, 2024) with an \$85 late fee assessment.

VETERINARIAN FREQUENTLY ASKED QUESTIONS

RENEWAL FEES

- How much does it cost to renew?

\$130

\$85 late fee after December 31, 2023 (This fee is in addition to the renewal fee)

CRIMINAL BACKGROUND CHECK (CBC) FEE

- Do I need a Criminal Background Check?

All licensees are required to pay a mandatory fee of \$50 for the CBC which is a **name-based search**. Licensees are **NOT** required to get fingerprinted again at this time.

CONTINUING EDUCATION (CE)

- What are my CE requirements?

Don't forget, it's mandatory for all licensees to provide proof of completing their continuing education (CE) by uploading CE certificates with appropriate file names following a specific format:

Course Title - Category - Number of credit hours completed

For example,

"Preventing Depression in Cats - Veterinary Medicine - 3 hours"

or

"Child abuse and sexual trauma - Public Health - 1 hour."

If you obtained your DC veterinary license for the first time this year, you must renew your license and undergo a criminal background check but are exempt from fulfilling CE requirements.

If you reinstated your license this year, it is necessary for you to fulfill all CE requirements while renewing your license.

CEs must be taken between January 1, 2022 and December 31, 2023.

Veterinarians must complete thirty-six (36) hours of approved CEs including two (2) hours on cultural competency or specialized clinical training on patients or clients who identify as LGBTQ; As well as 3.6 hours (10% of CE) on Public Health Priorities.

Please note, the continuing education requirements may be satisfied through approved internet continuing education courses.

ALL First Time Renewal Applicants: If you are renewing for the first time, CEs are not required.

- How come I am not able to upload my CE documents?

Our IT department has identified certain issues with document uploads on browsers OTHER than Google Chrome or Firefox. If you are not using the most up-to-date versions of Google Chrome or Firefox, first try uploading your CE document using these approved web browsers.

INFORMATION ABOUT CONTINUING EDUCATION AUDITS

- Will I be audited?

After the renewal you may be audited and required to submit continuing education (CE) documents to the Board, if you have not already.

RENEWAL CONFIRMATION

- How can I get confirmation of my renewal?

All licensees who submit a renewal application will receive a confirmation email that states your license has been approved and will include a digital copy of your new license, or the email will notify you that your renewal application has been sent to staff for further review.

Note: Licensees who place their license in Paid Inactive Status will not receive a digital license.

For licensees who've not received a confirmation email, you should log back into the system and check to ensure you entered the correct email address as any typos will result in the confirmation email not being sent to you correctly.

Licensees should also check their spam filters to ensure the confirmation email did not accidentally go to their spam, junk or trash folders. If you've checked all of the above, but still have not received either a confirmation email or a copy of your license, you should submit a "case" to our Customer Support site:

<https://dohlicenseinfo.secure.force.com/support/>

Our IT department will review any and all reported errors, and we will update our licensees as more information becomes available.

PAYMENT ISSUE

- Why isn't my credit card being accepted?

The renewal system will only accept Visa or MasterCard credit cards for payment. Please ensure you entered the correct information for your payment. Once the payment has been received, a receipt will be sent to your email of record. If you are using a Visa or MasterCard, but are still having issues, you should submit a "case" to our Customer Support site:

<https://dohlicenseinfo.secure.force.com/support/>

Prescription Drug Monitoring Program (PDMP)

Mandatory PDMP registration and Mandatory PDMP query are now law in the District of Columbia.

The passage of The Health Care Reporting Amendment Act of 2020 requires you to register for the program. If you are not registered for the program, you will not be able to renew your professional license.

If you are registered with the DC PDMP, no further action is required.

To register for the DC PDMP, please visit our website at:

<https://districtofcolumbia.pmpaware.net/login>

Once there, click, "Create an Account" to begin the registration process. Those without a DEA number may register as a "Prescriber without DEA". The passage of the Prescription Drug Monitoring Program Query and Omnibus Health Amendments Act of 2020 requires you to query the PDMP:

- Prior to prescribing or dispensing an opioid or benzodiazepine for more than seven (7) consecutive days and

- Every ninety (90) days thereafter while the course of treatment or therapy continues, or
- Prior to dispensing another refill after ninety days

For more registration information, refer to the User Support Manual available on the DC PDMP website.

If you have any questions or concerns about navigating the system, please contact APPRISS technical support directly at (855) 932-4767 for 24/7 technical assistance.

If you would like to review the DC PDMP laws and regulations, user guides, and frequently asked questions (FAQs), please visit the DC PDMP website at <https://dchealth.dc.gov/pdmp>.

If you have questions about the program, please submit them in writing to doh.pdmp@dc.gov.

We look forward to receiving your DC veterinary license renewal applications, as we continue our commitment to serving animals in the District. Your dedication and compassion for animals are greatly appreciated!