

# Oregon Health Licensing Agency

## Board of Athletic Trainers



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### Athletic Trainers

#### Application Requirements

The Health Licensing Agency regulates the athletic trainer industry to ensure compliance with laws and rules. When applying the applicant must provide the application fee, front and back valid verification of one of the following: Driver's license, State ID card, Passport or Military ID card, and official documentation of a passing score from the Board of Certification for Athletic Trainers (BOC), or a copy of current certification from (BOC), or documentation of successful completion of an equivalent examination approved or recognized by the board. Applicants will also need to provide a copy of their current and valid cardiopulmonary resuscitation certification (CPR) and a completed, signed and dated application.

#### Examination

The Board recognizes the BOC examination and passing score.

Applicants must have a valid BOC certification number.

#### Disclosure Statement

An applicant who has been the subject of any disciplinary action from a regulatory authority in another state, including the imposition of a civil or criminal penalty, is not qualified for certification, licensure, registration or permit in Oregon until the Health Licensing Agency determines the scope and finality of the disciplinary action and makes a determination as to an applicant's overall ability to be certified, licensed or registered to practice in Oregon.

Material misrepresentation or material error on the application for a certificate, license, permit or registration are grounds for refusal to issue or revoke the authorization to practice.

#### Fees

The Health Licensing Agency shall charge fees for the following:

- \$100 Registration
- \$150 Registration by reciprocity
- \$50 Exam-Oregon laws and rules
- \$450 Original issuance of registration (including by reciprocity)
- \$150 Permits and waivers
- \$450 Renewal of registration
- \$25 Delinquent (late) renewal of registration per month
- \$150 Reinstatement
- \$25 Replacement (duplicate) of registration, including name change
- \$50 Affidavit of licensure
- \$25 Administrative processing fee

Payment of all fees must be for the exact amount required. Cash, credit card, check or money orders are acceptable forms of payment. All **cash** transactions require the **exact** amount, i.e. bill denominations, as monetary change is not available in conducting transactions with the agency.

#### Application Packet

The application packet includes:

- Application for qualification
- Application for Oregon Laws and Rules examination
- Application for registration
- ORS, Chapter 688.701 to 688.734
- OAR, Chapter 331, Division 105-135

#### Health Licensing Agency

PHONE (503)378-8667

REGULATORY DIVISION ext 2024

#### Business Hours

9:00am to 4:30pm  
Monday  
&  
8:00 am to 4:30 pm  
Thursday - Friday

**"Office Closed" on all State recognized holidays.**

**PARKING:** The agency is located within the central area of Salem known as the "capitol Mall" which houses the majority of the state buildings. When visiting the agency to transact business, parking is available through off-street metered parking spaces on Summer Street, adjacent side streets and in the Veterans' metered lot. The majority of parking meters are one or two hour time limitations and requires \$.75 for sixty minutes.

**Exact change is needed.** The Health Licensing Agency and other agencies located in the Veterans' Affairs Building are unable to make monetary change for clients or visitors conducting business. Plan for your visit and bring an adequate amount of change for the meters to cover the duration of your business.