

**UNIVERSITY OF LOUISVILLE OFFICE OF GRADUATE MEDICAL EDUCATION  
MEDICAL LICENSURE POLICY FOR RESIDENTS**

1. The current University of Louisville School of Medicine Resident Agreement states in Item #1, "Physician represents that he/she is familiar with the requirements for medical licensure in Kentucky and now possesses the valid Kentucky license listed after his/her signature below or will be eligible for a Kentucky license at the end of his/her PGY-1 year." **The physician will not be appointed as a resident beyond postgraduate level one without possession of a valid license to practice medicine in the Commonwealth of Kentucky.**
2. Acceptance of any individual above the PGY-1 level is contingent upon eligibility for licensure. It will be the responsibility of each Program Director to insure that individuals accepted are eligible for licensure. The Program Director should be aware of the current state licensure board requirements for all individuals. If there is any question in individual cases, the Graduate Medical Education Office will furnish assistance.
3. PGY-2's or above entering from other programs will not be permitted to begin training until proof of Kentucky licensure, (Institutional Practice, Residency Training, Fellowship Training, Temporary, or Full) is furnished. Fellows are required by the Kentucky Board of Medical Licensure to utilize either the Full or FT license. Proof shall consist of confirmation of licensure number and a photocopy of the license. This requirement applies to all trainees entering above PGY-1 status, including residents, fellows, gratis or visiting residents, or international fellows.
4. For residents in U of L programs advancement from PGY-1 to PGY-2 level will not be permitted until licensure is actually attained. Again, it is incumbent upon each Program Director to make sure that PGY-1's who intend to continue as PGY-2's meet basic eligibility criteria.
5. The USMLE Step 3 exam is administered by the Federation of State Medical Boards (FSMB). Applications are available from FSMB ([www.fsmb.org](http://www.fsmb.org)).
6. Residents who successfully complete one year of training in an ACGME-accredited program are eligible for a training license, either the Institutional Practice (IP) or the Residency Training (R) license.
7. The IP license requires passing USMLE or COMLEX Steps I and II CK and CS, and restricts practice to the parameters of the residency program (no moonlighting).
8. The R license requires passing USMLE or COMLEX Steps I, II CK and CS, and III, permits moonlighting in locations approved by the Program Director, and permits the holder to obtain a DEA number. The R license can be issued only with written approval of the Program Director. Both the IP and R licenses are renewable annually for the duration of training, or until the resident is issued a regular license or leaves the program.
9. Residents who successfully complete two (2) years of training and pass USMLE or COMLEX Steps I, II CK, CS, and III are eligible to apply for a regular license.

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10. The Graduate Medical Education office will pay for the cost of the initial training license only for current PG-1 residents who intend to remain at University of Louisville for the PG-2 year. PG-2's and above, who are entering from outside the University are responsible for initial licensure costs. Fees for annual renewal of licenses are paid by either the resident or the resident's program office.
11. Temporary Fellowship Training (FT) licensure is available to international physicians who enter the U.S. for up to one year of advanced training. The FT license limits the practice to the parameters of the training program and is non-renewable.
12. The Kentucky Board of Medical Licensure requires that all applicants for initial licensure in Kentucky submit their background credentials to the Federation Credentials Verification Service (FCVS). The FCVS application and the Kentucky Board of Medical Licensure application are to be completed simultaneously but independently.