

# **WY Professional and Occupational Licensing Boards and Commissions**

**Report to:  
WY Joint Transportation, Highways, & Military Affairs Committee  
August 12, 2019**

**Subject: Assessing Military Spouse Professional and Occupational Licensing  
and Agency Compliance with W.S. § 33-1-116 and 117**

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## **Introduction**

The Joint Transportation, Highways, and Military Affairs Committee adopted an interim topic of study to examine the professional and occupational licensing of military spouses in Wyoming. As presented to the Committee on May 14, 2019, the Wyoming Military Department is uncertain whether Wyoming professional and occupational licensing boards and commissions are meeting the statutory requirements for the licensing of military spouses prescribed by W.S. § 33-1-116 and 117. Per the testimony of the Military Department, it is critical that Wyoming's professional and occupational boards and commissions be statutorily compliant, as well as, mindful of and responsible to the needs of active duty service members and their families when stationed in Wyoming. This report summarizes the current practices of Wyoming's professional and occupational licensing boards and commissions, highlighting how they license individuals that meet the criteria set forth by W.S. § 33-1-116 and 117. Affixed to this report are Appendix A and Appendix B. Appendix A provides a quick-reference summary of licenses, requirements, timeframes, and costs for each licensing board/commission surveyed. Appendix B is a copy of the survey circulated to every Wyoming professional and occupational licensing board/commission.

## **Methodology**

A survey was drafted by Executive Director Novotny Smith to assess how each professional and occupational board/commission licenses military spouses that meet the criteria specified in W.S. § 33-1-116 and 117. On June 5, 2019, the survey was reviewed by the staff of several boards and commissions at the regular quarterly meeting of Wyoming licensing boards and commissions.

On June 12, 2019, the approved survey was disseminated via email to thirty-five (35) licensing boards/commissions including the thirty-two (32) identified by the Military Department in their report to the Committee on May 14, 2019. All responses were considered final on July 18, 2019 and this report was assembled using the results of the survey.

## **Results in Brief**

The survey for this report was circulated to thirty-five (35) professional and occupational licensing boards and commissions administered by State of Wyoming agencies.

- Of the thirty-five (35) total boards/commissions identified for the survey, thirty-one (31) board/commissions responded to the survey, a response rate of 88.6%.

- Twenty-six (26) boards/commissions (74.3% of all boards/commissions, 83.9% of respondents) indicated that they had or have sufficient law and/or rules in place to accommodate military spouses per W.S. § 33-1-116 and 117.
- Twenty-six (26) boards/commissions (74.3% of all boards/commissions, 83.9% of respondents) indicated that they administer a shortened/streamlined/reciprocal/temporary licensing process for individuals that are currently licensed in another jurisdiction.
- Two (2) boards adopted rules specifically for W.S. § 33-1-116 and 117
- Five (5) boards/commissions have standard licensing processes for all applicants because of the unique nature of industry each board/commission serves

### **Relevant Statute - W.S. § 33-1-116 and 117**

33-1-116. Professional and occupational licensure of military service members.

(a) As used in this section:

(i) "Applicant" means a person seeking licensure, certification or registration from a professional or occupational licensing board under W.S. 21-2-802 or under this title of the Wyoming statutes;

(ii) "Military service" means service in the United States army, navy, air force, marine corps, coast guard, United States public health service commissioned corps, national oceanic and atmospheric administration commissioned corps, national guard or any reserve or auxiliary component of any of these services;

(iii) "Military service member" means a person on active status in the military service, or a person released from military service within two (2) years of applying for licensure, certification or registration pursuant to this section and whose service was characterized upon release as honorable.

(b) In determining whether a military service member applicant's education and training meet a professional or occupational licensing board's respective educational and training requirements, the board shall consider any relevant education, training and experience received by the applicant as a member of the armed forces or reserves of the United States, the national guard of any state, the military reserves of any state or the naval militia of any state.

(c) Unless otherwise provided in this section, military service member applicants shall be subject to the other provisions of this title and to any requirements properly adopted by the professional or occupational licensing board to which the applicant has applied.

(d) This section shall not apply to title 33, chapter 5 regarding attorneys-at-law or to any profession having authority to prescribe drugs that can only be obtained legally by prescription.

(e) Professional and occupational licensing boards shall adopt rules necessary to implement this section.

(f) Any emergency medical service license sought under W.S. 33-26-101 through 33-26-113 by a veteran of military service, by a military service member except a member of the national guard, by a national guard member separating from an active duty tour or by the spouse of any of these persons shall be processed and considered pursuant to the requirements of the Recognition of Emergency Medical Services Personnel Licensure Interstate Compact Act, W.S. 33-36-202.

33-1-117. Professional and occupational licensure of military spouses; temporary permits.

(a) As used in this section:

(i) "Active" means a status of occupational or professional licensure which has not been suspended, revoked or terminated and which is not otherwise inactive;

(ii) "Applicant" means a military spouse seeking licensure from a professional or occupational licensing board of this state;

(iii) "Good standing" means a status of occupational or professional licensure which is in compliance with all requirements imposed by the issuing licensing, certification or registration authority;

(iv) "License" means any license, certificate or registration required to practice an occupation or profession;

(v) "Military service member" means an active uniformed member of the United States army, navy, air force, marine corps, coast guard, United States public health service commissioned corps, national oceanic and atmospheric administration commissioned corps, national guard or any reserve or auxiliary component thereof;

(vi) "Military spouse" means the spouse of a military service member as defined in paragraph (v) of this subsection who has been transferred or is scheduled to be transferred to Wyoming, is domiciled in Wyoming or has moved to Wyoming on a permanent change-of-station basis.

(b) A professional or occupational licensing board shall issue a license to a military spouse to allow the military spouse to lawfully practice a profession or occupation requiring licensure in this state if the military spouse:

(i) Holds a relevant, active occupational or professional license in good standing from another state which state mandates substantially equivalent or more stringent educational, training, examination and experience requirements for licensure. Substantial equivalency shall be determined pursuant to rules which shall be adopted by the licensing board from which the military spouse applicant seeks licensure;

(ii) Demonstrates competency in the occupation or profession for which the military spouse applicant seeks licensure. Competency shall be determined pursuant to rules which shall be adopted for that purpose and may include consideration of continuing education credits, recent work experience, disciplinary actions taken against the applicant in other states and other factors used to determine the competency of nonmilitary spouse license applicants;

(iii) Has not engaged in any act that would constitute grounds for refusal, suspension or revocation of the occupational or professional license sought in this state; and

(iv) Completes all required application procedures and pays any required fee.

(c) All relevant work experience of a military spouse applicant, including full-time or part-time experience, regardless of whether in a paid or volunteer capacity, may be credited in any work experience requirement adopted by an occupational or professional licensing board.

(d) This section shall apply to all applications for licensure under W.S. 21-2-802 or under title 33 of the Wyoming statutes except title 33, chapter 5, attorneys at law and applications to any board which represents a profession with prescriptive drug authority.

(e) Pursuant to rules which may be adopted for this purpose, a professional or occupational licensing board may issue a temporary practice permit to a military spouse applicant who meets the requirements of paragraph (b)(i) of this section and who has applied for a professional or occupational license under this section. The military spouse applicant may practice under the temporary permit for a period not to exceed one hundred twenty (120) days or until the professional or occupational license for which they have applied has been either granted or denied, whichever first occurs.

(f) Professional or occupational licensing boards shall adopt rules necessary to implement this section.

(a) A board which licenses health care providers may refuse to issue or renew, or may suspend or revoke the license, certificate or temporary permit of any licensee or certificate holder, or otherwise discipline a licensee or certificate holder, upon clear and convincing evidence that the licensee or certificate holder has committed sexual misconduct.

(b) As used in this section:

(i) "Health care provider" means an individual who is licensed, certified or otherwise authorized or permitted by the laws of this state to provide care, treatment, services or procedures to maintain, diagnose or otherwise treat a patient's physical or mental condition;

(ii) "Sexual misconduct" means:

(A) Any behavior by a licensee that involves offers of exchange of medical services for some form of sexual gratification; or

(B) Sexual contact or sexual intrusion, as defined in W.S. 6-2-301(a), that occurs while the patient is under the care of the licensee.

## Survey Response General Details

### Wyoming Licensing Boards/Commissions that Responded to Survey – 31 out of 35

Board of Acupuncture	Board of Architects and Landscape Architects
Board of Athletic Training	Board of Certified Public Accountants
Board of Chiropractic Examiners	Board of Dental Examiners
Board of Examiners in Optometry	Board of Examiners of Speech-Language Pathology and Audiology
Board of Funeral Service Practitioners	Board of Hearing Aid Specialists
Board of Law Examiners (State Bar)	Board of Medicine
Board of Midwifery	Board of Nursing
Board of Nursing Home Administrators	Board of Occupational Therapy
Board of Outfitters	Board of Pharmacy
Board of Physical Therapy	Board of Professional Engineers and Professional Land Surveyors
Board of Professional Geologists	Board of Psychology
Board of Radiologic Technologists Examiners	Board of Registration in Podiatry
Board of Respiratory Care	Board of Veterinary Medicine
Certified Real Estate Appraiser Board	Dietetics Licensing Board
Mental Health Professions Licensing Board	Real Estate Commission
Water Well Contractors Licensing Board	

### **Licensing Boards/Commissions that did not respond – 4 out of 35**

Board of Barbers  
Board of Cosmetology  
Electrical Board  
Professional Teaching Standards Board

### **Survey Results Relating to W.S. § 33-1-116 and 117**

#### **Licensing Boards/Commissions that adopted rules specific to W.S. § 33-1-116 & 117 – 2 out of 31**

Board of Certified Public Accountants  
Board of Physical Therapy

#### **Licensing Boards/Commissions that have/had existing, sufficient law/rule in place – 26 out of 31**

Board of Acupuncture	Board of Architects and Landscape Architects
Board of Athletic Training	Board of Chiropractic Examiners
Board of Dental Examiners	Board of Examiners in Optometry
Board of Examiners of Speech-Language Pathology and Audiology	Board of Hearing Aid Specialists
Board of Law Examiners (State Bar)	Board of Medicine
Board of Midwifery	Board of Nursing
Board of Occupational Therapy	Board of Outfitters
Board of Pharmacy	Board of Physical Therapy
Board of Professional Engineers and Professional Land Surveyors	Board of Professional Geologists
Board of Radiologic Technologists Examiners	Board of Registration in Podiatry
Board for Respiratory Care	Certified Real Estate Appraiser Board
Dietetics Licensing Board	Mental Health Professions Licensing Board
Real Estate Commission	Water Well Contractors Licensing Board

#### **Licensing Boards with streamlined/shortened, reciprocal, or temporary licensing process for existing licensees from another jurisdiction – 26/31**

Board of Acupuncture	Board of Architects and Landscape Architects
Board of Certified Public Accountants	Board of Chiropractic Examiners
Board of Dental Examiners <sup>2</sup>	Board of Examiners in Optometry
Board of Examiners in Speech-Language Pathology and Audiology	Board of Hearing Aid Specialists
Board of Law Examiners (State Bar) <sup>1</sup>	Board of Medicine
Board of Nursing	Board of Nursing Home Administrators
Board of Occupational Therapy	Board of Pharmacy
Board of Physical Therapy	Board of Psychology <sup>2</sup>
Board of Professional Engineers and Professional Land Surveyors	Board of Professional Geologists
Board of Registration in Podiatry	Board of Radiologic Technologists Examiners
Board for Respiratory Care	Board of Veterinary Medicine <sup>2</sup>
Mental Health Professions Licensing Board <sup>3</sup>	Certified Real Estate Appraiser Board
Water Well Contractors Licensing Board	Real Estate Commission

<sup>1</sup> The Board of Law Examiners is exempted from compliance with W.S. § 33-1-116 & 117

<sup>2</sup> Administrative rule changes are in the drafting process

<sup>3</sup> New administrative rules effective July 29, 2019

## **Licensing Boards with one standard processes for licensing all individuals – 5/31**

Board of Athletic Training

Board of Funeral Service Practitioners

Board of Midwifery

Board of Outfitters

Dietetics Licensing Board

## **Conclusions and Next Steps**

The results of the survey indicate that most Wyoming professional and occupational licensing boards and commissions effectively license military spouses meeting the criteria specified in W.S. § 33-1-116 and 117. In most cases, military spouses follow the same licensing processes as any other licensee holding an active, good-standing license in a recognized jurisdiction. It is further evident that most Wyoming licensing boards and commissions did not choose to promulgate rules establishing alternative routes of licensure, including temporary licenses, specifically for military spouses. It is logical that boards/commissions opted to improve upon existing processes rather than expend time and funds to create new license types (i.e. temporary licenses) for military spouses.

Data was not readily available from F.E. Warren Air Force Base regarding the number of military spouses requiring a professional or occupational license upon transfer to Cheyenne, Wyoming. Information regarding the difficulties military spouses regularly encounter in acquiring a professional or occupational licensing was also not available. With a lack of data and information on this topic, it is difficult to evaluate the impacts of additional measures related to the time and expense military spouses expend in acquiring a professional or occupational license in Wyoming.

In an effort to identify barriers, it is most logical to assume that the time and cost of acquiring or maintaining a license may hinder an individual relocating to Wyoming through the armed forces. Some of the boards and commissions surveyed reported they have identified time and cost barriers and worked to remove or diminish them. For example, The Board of Professional Engineers and Professional Land Surveyors reported that they instituted fee waivers for license renewals of military personnel. The Board of Pharmacy reported that the National Association of Boards of Pharmacy (NABP) administers discount and reimbursement programs for military personnel and their spouses. With this, the Committee may want to consider assessing the impacts of licensing fee waivers for military spouses, or, supporting an expedited application status for military spouses upon submission of a satisfactory license application.

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## **APPENDIX A**

**Appendix Contents:** This appendix contains information gathered via survey from Wyoming’s professional and occupational licensing boards/commissions regarding the time, requirements, and costs related to “Like”/Reciprocal licensing. The information in this appendix is presented alphabetically by board/commission.

### ***Caveats to Consider***

*The information presented in this summary is current as of July 18, 2019; it is subject to change thereafter. A total of 35 boards/commissions were invited to submit information and 31 responded. These summaries only present licensing information related to individuals already actively licensed and in good standing (no discipline or convictions) in another jurisdiction and/or military spouses that qualify for a professional or occupational license under W.S. §33-1-116 and 117. This information is not relevant to new licensees or those reinstating a license.*

*This information, as presented, assumes that all licensees can verify proof of: passing scores on examinations; clean license histories; certifications; credentials; transcripts; references; etc. In some cases, additional time required for the processing of background checks nor does it account for necessary board/commission license application review, ratification, and/or approval.*

*This information does not include the costs of renewing and/or maintaining a professional or occupational license in Wyoming. Additional costs and requirements related to a professional or occupational career such as, but not limited to, commercial liability insurance, health/safety law/regulation, employment law/regulation, malpractice insurance, business law/regulation, etc. are not encompassed in these summaries.*

### Board of Acupuncture

Licenses can be issued within one to five (1-5) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Acupuncture License <sup>i</sup>	Completed application, proof of legal presence, license verifications from all states where individual is licensed	Application Fee - \$1,100	N/A

### Board of Architects and Landscape Architects

Licenses can be issued within one to three (1-3) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Architect <sup>i</sup>	Completed application, proof of legal presence national certificate transmittal from NCARB	Application Fee - \$175; Certificate Transmittal from NCARB - \$385	Licenses must obtain their own seals to legally stamp drawings
Landscape Architect <sup>i</sup>	Completed application, proof of legal presence national certificate transmittal from CLARB	Application Fee - \$175; Certificate Transmittal from CLARB - \$245	Licenses must obtain their own seals to legally stamp drawings

### Board of Athletic Training

Licenses can be issued within one to three (1-3) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Athletic Trainer <sup>i</sup>	Completed application, proof of legal presence, and BOC Certification	Application Fee - \$200	N/A

### Board of Certified Public Accountants

Licenses can be issued within two to three (2-3) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Original CPA Certificate <sup>i</sup>	Completed application, proof of legal presence, verification of one-year of experience, AICPA Ethics Course completion, CPA Exam completion	Application Fee - \$200; Wall Document Fee - \$25; AICPA Ethics Course -- \$149-\$189	If establishing a business, they need to apply for a firm permit (\$170) and comply with all rules and regulations of the Wyoming Secretary of State
Reciprocal CPA Certificate <sup>i</sup>	Completed application, proof of legal presence, verification of active license/permit in home state	Application Fee - \$200; Wall Document Fee - \$25	If establishing a business, they need to apply for a firm permit (\$170) and comply with all rules and regulations of the Wyoming Secretary of State



### Board of Chiropractic Examiners

Licenses can be issued within seven to twelve (7-12) business days if all requirements are met.

All requirements but the jurisprudence exam can be met by an applicant remotely.

License	Requirements	Costs	Other
Full Chiropractic License <sup>i</sup>	Completed application, proof of legal presence, national exam scores, license verification from home state, completed state jurisprudence exam	Application Fee - \$500; Transcript Transmittal - \$0-\$50; National Exam Scores Transmittal - \$25; License Verifications - \$0-\$50	There are additional costs for liability and malpractice insurance
Temporary Chiropractic License <sup>i</sup>	Completed application, proof of legal presence, national exam scores, license verification from home state	Application Fee - \$150; Transcript Transmittal - \$0-\$50; National Exam Scores Transmittal - \$25; License Verifications - \$0-\$50	There are additional costs for liability and malpractice insurance

### Board of Dental Examiners

Licenses can be issued within seven to twelve (7-12) business days if all requirements are met.

All requirements but the jurisprudence exam can be met by an applicant remotely.

License	Requirements	Costs	Other
Dentist License <sup>i</sup>	Completed application, proof of legal presence, comprehensive professional background service information record, completed state jurisprudence exam	Application Fee - \$750; Background Service Record Transmittal - \$700; Travel for state-proctored jurisprudence exam – Varies	There are additional costs for liability insurance, malpractice insurance, DEA and Pharmacy licensing (if needed), Dental Sedation Permits (\$500), and Hygiene Expanded Functions Permits (\$30 each). The scheduling of State jurisprudence exams is currently under review in rules.
Hygiene License <sup>i</sup>	Completed application, proof of legal presence, comprehensive professional background service information record	Application Fee - \$500; Background Service Record Transmittal - \$600	

**Board of Examiners in Optometry**

Licenses can be issued within seven to twelve (7-12) business days if all requirements are met.

All requirements but the jurisprudence exam can be met by an applicant remotely.

License	Requirements	Costs	Other
Optometrist License <sup>i</sup>	Completed application, proof of legal presence, fingerprint background check, license verification from reciprocal state, completed state jurisprudence exam	Application Fee - \$800; License Verifications - \$0-\$50	There are additional costs for liability insurance, malpractice insurance, DEA and Board of Pharmacy licensing if prescribing

**Board of Examiners of Speech-Language Pathology and Audiology**

Licenses can be issued within two to three (2-3) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Audiologist <sup>i</sup>	Completed application, proof of legal presence, verification of license in home state, college transcripts	Application Fee - \$300; Verifications and Transcript Submittals - Varies	N/A
Speech-Language Pathologist <sup>i</sup>	Completed application, proof of legal presence, verification of license in home state, college transcripts	Application Fee - \$300; Verifications and Transcript Submittals - Varies	N/A
Speech-Language Pathology Assistant <sup>i</sup>	Completed application, proof of legal presence, verification of license in home state, college/training transcripts	Application Fee - \$100; Verifications and Transcript Submittals – Varies	N/A

**Board of Funeral Service Practitioners**

Licenses can be issued within twelve (12) business days if all requirements are met.

All requirements but the oral exam can be met by an applicant remotely.

License	Requirements	Costs	Other
Funeral Service Practitioner <sup>i</sup>	Completed application, proof of legal presence, three letters of reference, transcripts (college and mortuary school), national exam scores, oral exam	Application Fee - \$125; Special Oral Exam Fee - \$500 (if needed, oral exams are administered at no charge during regular meetings of the Board)	N/A

**Board of Hearing Aid Specialists**

Licenses can be issued within five to ten (5-10) business days if all requirements are met.

All requirements but the jurisprudence exam can be met by an applicant remotely.

<b>License</b>	<b>Requirements</b>	<b>Costs</b>	<b>Other</b>
Hearing Aid Specialist <sup>i</sup>	Completed application, verification of license in home state, references, completed jurisprudence exam	Application Fee - \$200; License Fee - \$200; Jurisprudence Exam - \$50; Verification Fees - Varies	Jurisprudence Exam must be taken in-person, rules are under review to change this requirement

**Board of Law Examiners (State Bar)**

Licenses can be issued within five to ten (5-10) business days if all requirements are met.

All requirements can be met by an applicant remotely.

<b>License</b>	<b>Requirements</b>	<b>Costs</b>	<b>Other</b>
Law Examiner License <sup>i</sup>	Completed application, proof of legal presence, verification of license in another jurisdiction	Character investigation by NCBE - \$500	N/A

\*The Board of Law Examiners is exempt from mandates to comply with W.S. § 33-1-116 and 117

**Board of Medicine<sup>ii</sup>**

For the traditional licensing pathway, temporary licenses can be issued within five to seven (5-7) business days after core documents are provided by the applicant (based on clean license and malpractice claim histories).

For licensure through the Interstate Medical Licensure Compact (IMLC), full, unrestricted licenses are issued within one to two (1-2) business days after the Board receives a Letter of Qualification issued by an IMLC member state.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Physician (MD and DO – IMLC) <sup>i</sup>	Letter of Qualification issued by an IMLC member state, and payment of the licensing fee. Criminal background check is required by member state prior to issuing an LOQ. License is full and unrestricted, not temporary, and no further action is required.	LOQ Application Fee - \$700; Wyoming Application Fee - \$600	Hospital or facility credentials may be required along with professional liability and malpractice insurance, and, controlled substance registration
Physician Full <sup>i</sup> Expedited Application	Temporary License may issue upon receipt of: Completed application, proof of legal presence, affidavit and release, data bank report (obtained by the Board), and application/license fee. “Permanent” license issues at the next Board meeting.	Application Fee - \$600; Federation Credential Verification Service - \$375 (for original packet; subsequent copies are \$95); Fees for verification of licenses held in other jurisdictions	Hospital or facility credentials may be required along with professional liability and malpractice insurance, and, controlled substance registration
Physician Assistant <sup>i</sup>	Temporary License may issue upon receipt of: Completed application, proof of legal presence, data bank report, affidavit and release (obtained by the Board), and application/license fee. “Permanent” license issues at the next Board meeting.	Application Fee - \$200; Fees for verification of licenses held in other jurisdictions	Hospital or facility credentials may be required along with professional liability and malpractice insurance, and, controlled substance registration

### Board of Midwifery

Licenses can be issued within seven to ten (7-10) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Midwife License <sup>i</sup>	Completed application, proof of legal presence, fingerprint background check	Application Fee - \$1,200	N/A

### Board of Nursing<sup>ii</sup>

Licenses can be issued within one to three (1-3) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
CNA <sup>i</sup>	Completed application, proof of legal presence, fingerprint background check, completed examination	Endorsement License Fee - \$60; NATCEP Exam - \$60; Criminal Background Check - \$60; License Fee - \$60; Temp Permit (Optional) - \$25	N/A
LPN <sup>i</sup>	Completed application, proof of legal presence, fingerprint background check, completed examination	Endorsement License Fee - \$120; NCLEX-PN Exam - \$200; Criminal Background Check - \$60; License Fee - \$130; Temp Permit (Optional) - \$25	There is a multistate compact for LPNs
RN <sup>i</sup>	Completed application, proof of legal presence, fingerprint background check, completed examination	Endorsement License Fee - \$135; NCLEX-RN Exam - \$200; Criminal Background Check - \$60; License Fee - \$130; Temp Permit (Optional) - \$25	There is a multistate compact for RNs
APRN <sup>i</sup>	Completed application, proof of legal presence, fingerprint background check, completed examination	Endorsement License Fee - \$255; Certification - \$395; Criminal Background Check - \$60; License Fee - \$250; Temp Permit (Optional) - \$25	N/A

### Board of Nursing Home Administrators

Licenses can be issued within one to three (1-3) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Administrator's License <sup>i</sup>	Completed application, proof of legal presence, verification of license in home state, verified experience for two (2) years	Application Fee - \$400; Verification Fee - Varies	

### Board of Occupational Therapy

Licenses can be issued within one to three (1-3) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
OT <sup>i</sup>	Completed application, proof of legal presence, verification of license in another state	Application Fee - \$275.00; NBCOT Verification - \$25+	N/A
OTA <sup>i</sup>	Completed application, proof of legal presence, verification of license in another state	Application Fee - \$275.00; NBCOT Verification - \$25+	N/A

### Board of Outfitters

Licenses can be issued within one to three (1-3) business days if all requirements are met.

All requirements, except the Outfitter examination, an in-person interview with the Board, and an equipment inspection, can be met by an applicant remotely.

License	Requirements	Costs	Other
Outfitter	Completed application, proof of legal presence, first aid card, hunter safety card, verified experience, current land use permits (public and private), completed closed-book exam on-site	Application Fee - \$1600; License Fee - \$600 license fee	Must obtain commercial use permits and liability insurance, as well as, appear before the Board for an in-person interview after completing on-site examination and inspections.
Full-Term Guide	Completed application, proof of legal presence, verified employment under a licensed Outfitter, completed open-book exam	Application Fee -- \$25; License Fee - \$145	N/A
14-Day Guide	Completed application, proof of legal presence, Verified employment under a licensed Outfitter, completed open-book exam	Application Fee - \$25; License Fee - \$70	N/A

### Board of Pharmacy

Licenses can be issued within five to seven (5-7) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Pharmacist <sup>i</sup>	Completed application, proof of legal presence, fingerprint background check, NABP license transfer application, purchase MPJE through NABP	Application Fee - \$200; Fingerprint Background Check - \$50; NABP Fees - \$375; MPJE Fee - \$100; Examination Fee - \$150	Active military members, reserves, and veterans of the armed forces receive complimentary license transfers from the NABP. Military spouses receive 50% reimbursement of the NABP application fee and the state application fee.
Pharmacy Technician	High school diploma, age of majority, proof of legal presence, completed application, fingerprint background check, evidence of current certification by PTCB or ExCPT	Application Fee - \$50; Fingerprint Background Check - \$50; PTCB Certification - \$129 or ExCPT Certification - \$115	Many employers reimburse costs for licensing Pharmacy Technicians

### Board of Physical Therapy

Licenses can be issued within five to seven (5-7) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Physical Therapist <sup>i</sup>	Completed application, proof of legal presence, fingerprint background check, transcripts, two (2) letters of reference, verification of current education units completed, NPTE score report	Application Fee - \$240	N/A
Physical Therapy Assistant <sup>i</sup>	Completed application, proof of legal presence, fingerprint background check, transcripts, two (2) letters of reference, verification of current education units completed, NPTE score report	Application Fee - \$190	N/A

**Board of Professional Engineers and Professional Land Surveyors**

Licenses can be issued within five to seven (5-7) business days if all requirements are met.

All requirements can be met by an applicant remotely.

<b>License</b>	<b>Requirements</b>	<b>Costs</b>	<b>Other</b>
PE <sup>i</sup>	Completed application, proof of legal presence, NCEES Record Book Submission, verification of PE Exam completion	Application Fee - \$100; NCEES Record Book Transmission - \$175	N/A
LS <sup>i</sup>	Completed application, proof of legal presence, verification of state exam completion	Application Fee - \$100; Take-Home Exam for Study - \$100; State Exam - \$100	N/A

**Board of Professional Geologists**

Licenses can be issued within one to three (1-3) business days if all requirements are met.

All requirements can be met by an applicant remotely.

<b>License</b>	<b>Requirements</b>	<b>Costs</b>	<b>Other</b>
Professional Geologist <sup>i</sup>	Completed application, proof of legal presence, completed state exam, GIT Certificate; twenty-four (24) semester credit hours in five (5) subjects	Application Fee - \$75; Exam Fee - \$250	N/A
Geologist in Training <sup>i</sup>	Completed application, proof of legal presence, completed state exam, twenty-four (24) semester credit hours in five (5) subjects	Application Fee - \$35; Exam Fee - \$200	N/A



### Board of Psychology

Licenses can be issued within five to seven (5-7) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Psychologist <sup>i</sup>	Completed application, proof of legal presence, verification of experience (3,000 hours), college transcripts, three (3) professional references, official EPPP score report	Application Fee - \$275; License Fee - \$250 (may be prorated); Verifications and Transcripts Transmittals – Varies	N/A
Psychological Practitioner <sup>i</sup>	Completed application, proof of legal presence, verification of internship, three (3) professional references college transcripts, official EPPP score report	Application Fee - \$275; License Fee - \$250 (may be prorated); Verifications and Transcripts Transmittals – Varies	N/A
Specialist in School Psychology <sup>i</sup>	Completed application, proof of legal presence, verification from PTSB or college transcripts, three (3) professional references, national exam scores	Application Fee - \$275; License Fee - \$250 (may be prorated); Verifications and Transcripts Transmittals – Varies	N/A

### Board of Radiologic Technologists Examiners

Licenses can be issued within one to five (1-5) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Radiologic Technologist <sup>i</sup>	Completed application, proof of legal presence, copy of ARRT, NMTCB or CBRPA card, exam scores, and, transcripts (if needed)	Application Fee - \$225	N/A

### Board of Registration in Podiatry

Licenses can be issued within two to three (2-3) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Podiatrist <sup>i</sup>	Completed application, proof of legal presence, verification of license in another state	Application Fee - \$800; Verification Fee - Varies	N/A
Podiatrist Assistant	Completed application, proof of legal presence, completed forms from supervising podiatrist	Application Fee - \$50	N/A

### Board of Respiratory Care

Licenses can be issued within one to three (1-3) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
General License <sup>i</sup>	Completed application, proof of legal presence, verification of CRT or RRT	Application Fee - \$100	N/A
Temporary Permit <sup>i</sup>	Completed application, proof of legal presence, license verification from home state, and employer statement	Application Fee - \$40	N/A

### Board of Veterinary Medicine

Licenses can be issued within five to seven (5-7) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Administrator's License <sup>i</sup>	Completed application, proof of legal presence, college transcripts, and official NAVLE score report	Application Fee - \$300; Verifications and Transcripts transmittals - Varies	N/A

### Certified Real Estate Appraiser Board

Licenses can be issued within three to five (3-5) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Certified Residential Appraiser <sup>i</sup>	Completed application, proof of legal presence, fingerprint background check, copy of current permit	Application Fee - \$500; Fingerprints - \$39	N/A
Certified General Appraiser <sup>i</sup>	Completed application, proof of legal presence, fingerprint background check; copy of current permit	Application Fee - \$500; Fingerprints - \$39	N/A
Temporary Permit	Completed application, proof of legal presence, copy of current permit	Application Fee - \$200	Temporary Permits are only good for 182 Days (approx. Six Months)

### Dietetics Licensing Board

Licenses can be issued within seven to twelve (7-12) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Administrator's License <sup>i</sup>	Completed application, proof of legal presence, evidence of registration with Commission on Dietetic Registration, license verification from home/reciprocal state	Application Fee - \$200; License Verifications - \$0-\$50; Commission on Dietetic Registration Fees – Unknown	N/A

### Mental Health Professions Licensing Board

Licenses can be issued within two to three (2-3) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Certified Addictions Practitioner <sup>i</sup> , Social Worker <sup>i</sup>	Completed application, proof of legal presence, verification of examination, transcripts	Application Fee - \$300; Verification Transmittals – Varies	N/A
Licensed Addictions Therapist <sup>i</sup> , Clinical Social Worker <sup>i</sup> , Marriage and Family Therapist <sup>i</sup> , Professional Counselor <sup>i</sup>	Completed application, proof of legal presence, verification of examination, transcripts	Application Fee - \$350; Verification Transmittals – Varies	N/A
Provisional Addictions Therapist <sup>i</sup> , Professional Counselor <sup>i</sup> , Marriage and Family Therapist <sup>i</sup> , Social Worker <sup>i</sup>	Completed application, proof of legal presence, verification of examination, transcripts	Application Fee - \$150	Reciprocal license not offered at this level.

**Real Estate Commission**

Licenses can be issued within three to five (3-5) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Salesperson	Completed Application, proof of legal presence, fingerprint background check, thirty-two (32) hours of education, completed state examination, verified active license in another state	Application Fee - \$300; Fingerprints - \$39; Classes - \$700; State Exam - \$141; Verification Fees - Varies	N/A
Associate Broker	Completed Application, proof of legal presence, fingerprint background check, thirty-two (32) hours of education, completed state examination, verified active license in another state	Application Fee - \$300; Fingerprints - \$39; Classes - \$700; State Exam - \$141; Verification Fees - Varies	N/A
Responsible Broker	Completed Application, fingerprint background check, forty (40) hours of education, completed state examination, verified active license in another state	Application Fee - \$300; Fingerprints - \$39; Classes - \$700; State Exam - \$141; Verification Fees - Varies	A person desiring to start their own real estate company will also need to acquire a company license (\$300), unless operating as a sole proprietor. All Responsible Brokers managing a company must comply with rules and regulations of the Wyoming Secretary of State.

**Water Well Contractors Licensing Board**

Licenses can be issued within five (5) business days if all requirements are met.

All requirements can be met by an applicant remotely.

License	Requirements	Costs	Other
Water Well Drillers License	Completed application, proof of legal presence, proof of liability insurance (\$300k), certification by National Ground Water Association (NGWA) or testing completion of NGWA testing (national and state)	Application - \$25 for Residents, \$100 for Non Residents; Triennial License Fee - \$200; NGWA Exam Fee National - \$75, NGWA Exam Fee State - \$75	N/A
Water Well Pump Installer License	Completed application proof of legal presence, proof of liability insurance (\$300k), certification by National Ground Water Association (NGWA) or testing completion of NGWA testing (national and state)	Application - \$25 for Residents, \$100 for Non Residents; Triennial License Fee - \$200; NGWA Exam Fee National - \$75, NGWA Exam Fee State - \$75	N/A
Combined Water Well Driller and Pump Installer License	Proof of legal presence, proof of liability insurance (\$300k), certification by National Ground Water Association (NGWA) or testing completion of NGWA testing (national and state)	Application - \$25 for Residents, \$100 for Non Residents; Triennial License Fee - \$400; Two NGWA Exam Fees National - \$150, Two NGWA Exam Fees State - \$150	N/A

<sup>i</sup> Indicates a college or advanced degree is needed to qualify for this license

<sup>ii</sup> Indicates membership in an interstate compact agreement

**WY Professional and Occupational Licensing Boards and Commissions Report to:  
WY Joint Transportation, Highways, and Military Affairs Committee  
August 12, 2019**

**Subject: Assessing Military Spouse Professional and Occupational Licensing  
and Agency Compliance with W.S. § 33-1-116 and 117**

## **APPENDIX B**

**Appendix Contents:** This appendix contains a copy of the survey questions circulated to Wyoming professional and occupational boards and commissions to gather information on how each board/commission licenses military spouses meeting the criteria specified in W.S. § 33-1-116 and 117.

## Wyoming Military Friendliness Survey - Professional Licensing

1. Please identify the Professional Licensing Board for which this survey is being completed.

2. Before we get started with the survey, please list the names of licenses issued by this Board that require attainment of a college degree:

3. Has this Board adopted special rules specifically for the licensing military spouses per the criteria provided in W.S. 33-1-116 and 117?

- Yes, we adopted rules
- No, standing rules were sufficient
- No, this issue has not been addressed
- Other (please specify)

4. Does this Board desire or intend to adopt special rules/processes specifically for the licensing of military spouses per W.S. 33-1-116 and 117?

- Yes
- No
- Unnecessary
- Other (please specify)

5. Does this Board have streamlined or shortened processes to license individuals (temporarily or fully) that have an existing, active license in good standing within another state/jurisdiction?

- Yes
- No

Other (please specify)

6. In order to be licensed as quickly as possible by this Board, excluding attainment of a required college degree, what would an eligible military spouse (as defined in W.S. 33-1-116 and 117) need to accomplish in order to acquire a license (temporary or full) to practice? Please provide each license name and information for each license issued by this Board including fingerprint background check requirements.

License #1	<input type="text"/>
License #2	<input type="text"/>
License #3	<input type="text"/>
License #4	<input type="text"/>
License #5	<input type="text"/>

7. Excluding required college degree costs, on average, what are the costs for an eligible military spouse (as defined by W.S. 33-1-116 and 117) to complete all requirements (including education/classes, testing, materials, etc) and obtain a license? Please provide a detailed breakdown of all cost estimates listed. Please provide each license name and information for each license issued by this Board including costs for fingerprint background checks.

License #1	<input type="text"/>
License #2	<input type="text"/>
License #3	<input type="text"/>
License #4	<input type="text"/>
License #5	<input type="text"/>

8. Excluding the time needed to obtain required college degrees and conduct fingerprint background checks and assuming all fees are paid in full, on average, how much time would it take for an eligible military spouse (as defined by W.S. 33-1-116 and 117) submitting a complete application to receive a license to practice by your Board? Please provide each license name and information for each license issued by this Board.

License #1	<input type="text"/>
License #2	<input type="text"/>
License #3	<input type="text"/>
License #4	<input type="text"/>
License #5	<input type="text"/>



9. Besides acquiring a license, what other industry requirements, costs, or barriers exist on federal, state, and local levels could impact an eligible military spouse (as defined in W.S. 33-1-116 and 117) in starting this new practice/occupation in Wyoming as regulated by your Board?

10. Please add additional comments related to this survey and/or to your Board's work in maintaining rules and processes that are military-friendly.