

**Amendment to R4-16 -201**  
**Adopted as of July 11, 2014**

**Criteria for Seeking Waiver from the Arizona Medical Board  
of Required Primary Source Documentation**

- D.** In addition to the requirements of subsections (A) and (B), an applicant for licensure to practice medicine by endorsement, by Step 3 of the USMLE, or by endorsement with the SPEX shall have the following completed by persons other than the applicant and directly submitted to the Board, electronically or by hard copy, from the entity that is responsible for the initial issuance of the document, the federation credentials verification service, veridoc, or ECFMG:
- ~~1.~~ ~~The following forms must be included with the application and be completed by persons other than the applicant:~~
1. The following certifications:
- a. Medical College Certification,
  - b. Postgraduate Training Certification,
  - c. Clinical Instructor Certification, and
  - d. ECFMG certification if applicant is an international graduate;
- ~~e.~~2. Federation of State Medical Boards Disciplinary Search;
- ~~f.~~3. American Medical Association Physician Profile, ~~and~~;
- ~~g.~~4. The following verifications:
- ~~g.~~a. Verification of American Board of Medical Specialty Certification, if applicable;
  - ~~3.~~b. Verification of LMCC exam score, state written exam score, or national board exam score;
  - ~~4.~~c. Verification of licensure from every state in which the applicant has ever held a medical license; and
  - ~~5.~~d. Verification of all hospital affiliations and employment for the past five years, ~~This must be~~ submitted by the verifying entity on its official letterhead; and
- ~~2.~~5. Examination and Board History Report scores for USMLE, FLEX, and SPEX;
- E.** The Board may grant a waiver of any requirement set forth in subsection (D) under the following circumstances:

1. The applicant has filed a waiver request of one or more of the specific requirements under subsection (D) that were set forth in the deficiency notice required by R4-16-206(B)(1) that includes the following information:
  - a. The applicant's name,
  - b. The date of the request,
  - c. The specific requirement for which a waiver is requested,
  - d. A detailed description of the efforts that the applicant has made to ensure that the document was provided to the board as required by subsection (D), and
  - e. The reasons the applicant is unable to comply with the specific requirement of subsection (D) due to no fault of the applicant.
2. The board shall consider a waiver request and any documents submitted pursuant to subsections (1) and (2) at:
  - a. Its next regularly scheduled meeting if received at least 30 days before that meeting date, or
  - b. At any subsequent meeting following its next regularly scheduled meeting if the information is received less than 30 days before its next regularly scheduled meeting date.
3. In determining whether to grant or deny the waiver request, the board shall consider the following:
  - a. Whether the applicant has made appropriate and sufficient efforts to satisfy the specific requirement of subsection (D); and
  - b. Whether the applicant has satisfactorily demonstrated that compliance with the specific requirement of subsection (D) is not possible because:
    - i. The entity responsible for issuance of issuing the required documentation no longer exists,
    - ii. The original of the required documentation was destroyed by accident or natural disaster,
    - iii. The entity responsible for issuing the required documentation is unable to provide it because armed conflict or internal political strife make it impossible for the entity to provide the required document, or
    - iv. Any other valid reason beyond the applicant's control that prevents compliance with the specific requirement of subsection (D).
4. In reviewing such a request, the board will consider whether it is possible for the board to directly obtain the required document from another valid source, such as another

state's regulatory board, ECFMG, the federation credential verification service, or veridoc.

5. If, after considering the request, the board determines that additional information is necessary before it can determine whether to grant or deny the waiver request, it may require the applicant to obtain and provide additional information.
6. In order to obtain the waiver, the applicant must satisfy the board that the applicant is unable to comply with the requirements of subsection (D) despite the applicant's best efforts and for reasons beyond the applicant's control. The decision whether to grant the waiver lies within the sole discretion of the board and is not subject to review.
7. If the board grants the waiver, it shall notify the applicant in writing and include the written decision in its official record for that applicant.