



APPLICATION FOR PHYSICAL THERAPY

Completion of this application form is necessary for consideration for licensure. Disclosure of this information is voluntary; however, failure to disclose all requested information may result in this form not being processed and may subsequently result in denial of this application.

Type of licensure/certification you are requesting: Physical Therapist [] Physical Therapist Assistant []

Are you requesting a Temporary Permit? (Temporary Permits are not issued to applicants by endorsement). Y [] N []

1. Indicate your full legal name. If your name is different from that shown on your documentation you must submit a copy of the legal document of name change.

Full Name: first middle last suffix

Other names used, including maiden name:

2. Include residence, mailing and e-mail address. Residence address may not be a Post Office Box, except qualified participants under the Safe At Home Act, K.S.A. 75-451 et seq. may use substitute residential and mailing addresses.

Residence Address: street city county state zip

Mailing Address: public information street city county state zip

E-mail:

3. Daytime phone number (include area code):

4. Identification. Disclosure of your social security number is required by federal mandates set forth in 42 U.S.C.S. § 666(a)(13). K.S.A. 74-148(a) provides that every application by an individual for a professional license shall require the applicant's social security number.

Date of Birth: Place of Birth: city state/jurisdiction country Sex: M [] F []

Social Security/Tax ID. No: NPI (National Provider Identifier): NPI Not Applicable: []

Are you a U.S. Citizen? Y [] N [] If you answered NO, are you (check one):

A qualified alien (as defined in 8 U.S.C.A. § 1641). []

A nonimmigrant under the Immigration and Nationality Act (8 U.S.C.A. § 1101 et seq). []

An alien who is paroled into the United States under 8 U.S.C.A. § 1182(d)(5) for less than one year. []

A foreign national, not physically present in the United States. []

Other:

5. List all NPTE attempts. Transfer exam scores or register for exam.

I have not yet tested. Date scheduled to sit for the examination: _____

Date _____ Passed _____ Number of attempts for initial testing.

6. List all post secondary schools you have attended, even those from which you did not graduate in chronological order. Attach an additional sheet if necessary. Enclose or send only an official and final transcript showing the degree awarded required for licensure. Do not provide additional education transcripts.

School Name: _____

Address: _____
street city state zip country

Attendance Dates: _____ To _____ Degree: _____
month year month year

School Name: _____

Address: _____
street city state zip country

Attendance Dates: _____ To _____ Degree: _____
month year month year

7. List all employment/professional activity during the past five years. Account for all time and explain all gaps in professional activity. Attach an additional sheet if necessary.

I have not been employed during the past five years.

Employer: _____ Job description/Title _____

Address: _____ Dates: From _____ To _____
street city state

Employer: _____ Job description/Title _____

Address: _____ Dates: From _____ To _____
street city state

Employer: _____ Job description/Title _____

Address: _____ Dates: From _____ To _____
street city state

8. List all states, countries or jurisdictions in which you are currently or have been licensed, registered or certified in any health care profession. Attach an additional sheet if necessary. You must complete the attached Licensure Verification form and forward to all Boards or similar entities in which you have held any health care license, registration or certification. Some entities charge a fee for this information. Contact the entity to determine their requirements.

I have never been licensed, registered or certified in another state, country or jurisdiction.

State/Country/Jurisdiction License, Registrant, Certificate no. Status Issue Date

Applicant Name: _____
please print or type

9. Recommendation by a peer that has known the applicant for a minimum of 1 year.

I _____, a licensed and practicing physical therapist in the state of _____
(name, please print) (state name)

affirms that _____ has been known to me for _____ year(s), and that applicant, to
(name of applicant)
the best of my knowledge is an ethical practioner, is of good professional character, and not addicted to the use of alcohol or narcotic drugs.

signature

address

date

city, state and zip

10. Certificate of Professional School (Post Secondary School)

It is herby certified that _____ attended _____,
(name) (schools name)

in _____ beginning _____ with a completion date of _____
(city and state) (date) (date)

during which time the applicant pursued and completed all requirments for the program of a Physical Therapist or Physical Therapist Assistant according to the standards of accreditation prevailing at the time. It is further certified that the applicant received the following degree:

(specify degree, certificate, letter of certification or other)

(signature of President, Registrar, Dean, Director of Course)

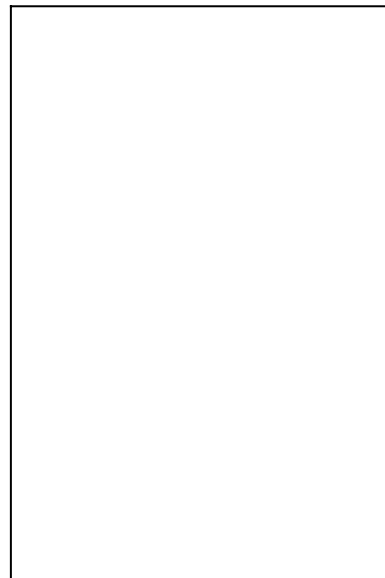
date

Name of School

School Seal
(if no school seal, statement must be notarized by the school)

11. Photo.

Attach a **2"x 3" wallet size photograph** of applicant with head and shoulder areas only. The photograph must have been taken within 90 days prior to date of application. Proof photographs, negatives, copies of photographs, poor quality, photographs cut from books, newspaper articles or passport photos are **NOT** accepted.



Applicant Name: _____
please print or type

12. Please answer each of the following questions by putting a check in the appropriate box. All “yes” answers MUST be thoroughly explained in detail on a separate signed page. You are required to furnish complete details including date, place, reason and disposition of the matter and attach all relevant documentation. All information received will be checked accordingly to verify the truth and veracity of your answers. It is imperative that you honestly and fully answer all questions, regardless of whether you believe the information requested is relevant. If you are unsure of your response to a particular question, check the “yes” box and submit the appropriate form if required. Your responses on your application are evaluated as evidence of your candor and honesty. A honest “yes” answer to a question on your application is not definitive as to the Boards' assessment of your present moral character and fitness, but a dishonest “no” answer is evidence of a lack of candor and honesty, which may be definitive on the character and fitness issue. Please be advised that a false response to any of these questions may be grounds for denial of licensure and reported to the appropriate data banks. If a question is not applicable, then check the “no” box.

- (a) Yes No Have you ever been dropped, suspended, expelled, fined, placed on probation, allowed to resign, requested to leave temporarily or permanently, or otherwise had action taken against you by any professional training program prior to completing the training?
- (b) Yes No Have you ever had any application for any professional license refused or denied by any licensing authority?
- (c) Yes No Have you ever been refused or denied the privilege of taking an examination required for any professional licensure?
- (d) Yes No Have you ever been warned, censured, disciplined, had admissions monitored, had privileges limited, suspended, revoked or placed on probation, or have you ever involuntarily or voluntarily (to avoid disciplinary action or investigation) resigned or withdrawn from any licensed hospital, nursing home, clinic or other health care facility in which you have trained, including but not limited to residency or postgraduate training programs, or otherwise been a staff member, been a partner or held privileges?
- (e) Yes No Have you ever been denied staff membership with any licensed hospital, nursing home, clinic or other health care facility?
- (f) Yes No Have you ever been requested to resign, withdraw or otherwise terminate your position with a partnership, professional association, corporation or other practice organization, either public or private?
- (g) Yes No Have you ever voluntarily surrendered any professional license?
- (h) Yes No Has any licensing authority ever limited, restricted, suspended, revoked, censured or placed on probation or had any other disciplinary action taken against any professional license you have held?
- (i) Yes No Have you ever been notified or requested to appear before a licensing or disciplinary agency?
- (j) Yes No To your knowledge, have any complaints (regardless of status) ever been filed against you with any licensing agency, professional association, hospital, nursing home, clinic or other health care facility?
- (k) Yes No Has any professional association imposed any disciplinary action against you?
- (l) Yes No Within the past 2 years, have you used any alcohol, narcotic, barbiturate, or other drug affecting the central nervous system, or other drug which may cause physical or psychological dependence, either to which you were addicted or upon which you were dependent?
- (m) Yes No Within the past 2 years, have you been diagnosed or treated for any physical, emotional or mental illness or disease, including drug addiction or alcohol dependency, which limited your ability to practice the healing arts with reasonable skill and safety?
- (n) Yes No Within the past 2 years, have you used controlled substances, which were obtained illegally or which were not obtained pursuant to a valid prescription order or which were not taken following the directions of a licensed health care provider?

- (o) Yes No Have you ever practiced your profession while any physical or mental disability, loss of motor skill or use of drugs or alcohol, impaired your ability to practice with reasonable safety?
- (p) Yes No Do you presently have any physical or mental problems or disabilities which could affect your ability to competently practice your profession?
- (q) Yes No Have you ever been denied a Drug Enforcement Administration (DEA) or state bureau of narcotics or controlled substance registration certificate or been called before or warned by any such agency or other lawful authority concerned with controlled substances?
- (r) Yes No Have you ever surrendered your state or federal controlled substances registration or had it revoked, suspended, or restricted in any way?
- (s) Yes No Have you ever been notified of any charges or complaints filed against you by any licensing or disciplinary agency?
- (t) Yes No Have you ever been arrested? Do not include minor traffic or parking violations or citations except those related to a DUI, DWI or a similar charge. You must include all arrests including those that have been set aside, dismissed or expunged or where a stay of execution has been issued.
- (u) Yes No Have you ever been charged with a crime, indicted, convicted of a crime, imprisoned, or placed on probation (a crime includes both Class A misdemeanors and felonies)? You must include all convictions including those that have been set aside, dismissed or expunged or where a stay of execution has been issued.
- (v) Yes No Have you ever been court martialled or discharged dishonorably from the armed services?
- (w) Yes No Have you ever been a defendant in a legal action involving professional liability (malpractice), or had a professional liability claim paid in your behalf, or paid such claim yourself?
- (x) Yes No Have you ever been denied provider participation in any State Medicaid or Federal Medicare Programs?
- (y) Yes No Have you ever been terminated, sanctioned, penalized, or had to repay money to any State Medicaid or Federal Medicaid Programs?

Additional information, reference question letter and include date, place, reason and disposition of the matter. Attach all relevant legal documentation.

13. Oath must be signed by applicant and notarized.

I, _____, being first duly sworn, depose and say that I am the person referred to in the foregoing application and supporting documents. I have carefully read the questions in the foregoing application and have answered them completely, without reservations of any kind, and I declare under penalty of perjury that my answers and all statements made by me herein are true and correct. Should I furnish any false information in this application, I hereby agree that such act shall constitute cause for the denial, suspension, or revocation of my license to practice physical therapy in the state of Kansas and may subject me to a fine not exceeding \$10,000 and term of imprisonment not exceeding 5 years of each violation (K.S.A. 21-3805).

Signature of Applicant

SEAL

Sworn to before me this _____ day of

_____ 20 _____

Notary Public

Commission Expires

14. Fee of \$80.00. An additional \$25.00 is required if a temporary license is requested.

Make the fee payable to: Kansas State Board of Healing Arts or charge by credit/debit card using the attached authorization form.

Applicant Name: _____
(please print or type)



Authorization and Release

Must be signed by applicant and notarized.

I, _____, hereby authorize all hospitals, institutions or organizations, my references, personal physicians, employers (past and present), business and professional associates (past and present) and all government agencies (local, state, federal or foreign) to release to the Kansas State Board of Healing Arts or its successors any information, files or records requested by the Board in connection with this application. I further authorize the Kansas State Board of Healing Arts or its successors to release to the organizations, individuals, or groups listed above any information which is material to this application or any subsequent licensure.

Signature of Applicant

Sworn to before me this _____ day of

_____ 20 _____

_____ Notary Public

_____ Commission Expires

SEAL



GENERAL INFORMATION AND INSTRUCTIONS Physical Therapist and Physical Therapist Assistant

Please visit <http://www.ksbha.org/statutes/booklets/physicaltherapy.pdf>
for all information governing an Physical Therapist or Physical Therapist Assistant License

Please read the following information very carefully. This information is vital to the successful completion of your application. Often your questions are covered in this form. Please allow two (2) weeks after the submission of the application before contacting our office. Do not commit to any work dates prior to being licensed.

All applicants are considered on an individual basis. You may be requested to submit information or documents in addition to the requirements mentioned herein before the application will be deemed complete. It is highly recommended you make and keep copies, for your records, of all items submitted for review. In addition, when mailing you may want to request a delivery confirmation to confirm your application has been received at the Kansas State Board of Healing Arts.

Portions of the application may be copied and sent to the appropriate place to be completed and mailed directly to the Kansas State Board of Healing Arts.

Kansas application fee is \$80.00 and a temporary permit fee is an additional \$25.00. Kansas application fees must be submitted with the application, are **NOT** refundable and will be processed upon receipt. Make checks payable to KSBHA. Checks returned for any reason by the payer's financial institution must be replaced by a money order, certified check, or credit card and include a \$30.00 processing fee. To pay by debt or credit card please complete the credit card authorization form.

Temporary permits are not issued to applicants by endorsement. One (1) temporary permit may be issued by the Board to applicants who meet all the requirement as required under K.A.R. 100-29-7 and amendments thereto. Temporary Permits expire three (3) months after the date of issue or certification.

Each person who received training from a nonapproved school and who applies for licensure as a physical therapist shall submit with the application a credentialing evaluation prepared for the state of Kansas by a board approved credentialing agency. Approved Credentialing agencies: International Education Research Foundation, Inc. 310-258-9451; International Consultants Inc. of Delaware 215-349-6023; International Credentialing Assoc. Inc. 727-549-8555; The Foreign Credentialing Commission on Physical Therapy 703-684-8562. For applicants who received training in a school at which English was not the language of instruction, an examination is required to demonstrate the ability to communicate in written and oral English. The test of English as a foreign language is developed and administered by the education testing agency (ETS). You can visit www.ets.org for more information.

Visit www.fsbpt.org to register for the examination or to request previous scores. If online access is unavailable, please contact our office for forms. To successfully pass the NPTE examination, a criterion-reference scale of 600 on a scale ranging from 200 to 800 must be attained. For exams taken prior to July 1, 1994, a score based on the 1.5 standard deviation will be required. Any candidate who fails the NPTE examination after three (3) attempts will be required to provide a structural study plan to the Board.

Each person licensed by the Board as a physical therapist shall before rendering professional services within the state, submit to the Board evidence of professionally liability insurance coverage as required by K.S.A. 65-2920 for which the limit of the insurer's liability shall not be less than \$100,000 per claim or subject to an annual aggregate of not less than \$300,00 for all claims made during the period of coverage.

You must submit any change of address to the Board. Please visit our website to complete the "Change of Address" Form.

Licenses/Certificates expire December 31 and are renewed annually. Licenses renewal will be required of all receiving a permanent license prior to September 1.

CHECK LIST

Did you complete the following?

ALL questions answered on the application
Request official & final transcript submitted by the post secondary school
Request verification from states, countries, or jurisdictions if applicable
Head & shoulder photograph (size: 2x3 taken within 90 days of application) #11
Notarize and sign Oath #13
Application and temporary permit payment if applicable
If foreign trained and not taught in English, TOEFL/TSE

Transfer exam scores or register for exam
Signature of recommendation #9
Post secondary school signature & seal #10
Documentation to any "YES" answers #12
Notarize and sign release form
If foreign trained, credentials for Kansas
Jurisprudence exam for PTs only



KANSAS PHYSICAL THERAPIST JURISPRUDENCE EXAM

Please complete by putting the corresponding letter to the correct answer on the box provided. Return the exam with your application. When answering, you may refer to the FAQs and the practice act on our website www.ksbha.org. Required for Physical Therapist only.

1. Which is NOT part of Kansas Statute 65-2901, (hereafter called the Kansas Physical Therapy Practice Act), definition of physical therapy?
- a. Examining, evaluating and testing individuals
 - b. Alleviating impairments, functional limitations and disabilities
 - c. The practice of any branch of the healing arts
 - d. Fabrication of orthotics, debridement and wound care, manual therapy
2. Which designation may NOT be used by a physical therapist in Kansas?
- a. Physiotherapist
 - b. Licensed physical therapist
 - c. Registered physical therapist
 - d. PT or Ph.T, or MPT, or DPT, or LPT
3. Which is NOT part of obtaining a temporary permit to practice in Kansas?
- a. Submission of an application on a form sent to the Board of Healing Arts
 - b. Meeting all requirements for licensure as a physical therapist (PT), or certification as a physical therapist assistant (PTA)
 - c. Payment of a temporary permit fee, which expires three months after date of issue
 - d. Obtaining additional temporary permits
4. Which is NOT one of the requirements for licensure renewal applications?
- a. 20 continuing educational hours for PTs and 10 for PTAs every two years.
 - b. Notice of conviction of felony, fraud, incompetence, or unprofessional conduct.
 - c. Updates to the Board of Healing Arts on correct address and work setting within 30 days of change
 - d. Proof of professional liability insurance policy, except for inactive license
5. Which is NOT one of the reasons licenses may be refused or sanctioned, suspended or limited?
- a. Failure to refer patients to other providers if symptoms are beyond physical therapy scope of practice
 - b. Addiction to, or distribution of, intoxicating liquors or drugs for other than lawful purposes
 - c. Knowingly submitting any deceptive or untrue claim, bill or statement
 - d. Treating human beings as authorized by the Kansas Physical Therapy Practice Act
6. Which would NOT be considered unprofessional conduct that results in a sanction of license?
- a. Failing to provide adequate supervision to a PTA or other person who performs services pursuant to delegation by a physical therapist.
 - b. Promising a patient a permanent cure for an incurable disease, condition or injury.
 - c. Changing jobs too frequently.
 - d. Advertising a guarantee of any professional physical therapy service.
7. What is NOT part of the definition of unprofessional conduct?
- a. Charging excessive fees for services performed
 - b. Treating two or more patients at one time
 - c. Providing treatment unwarranted by the patient's condition or continuing beyond reasonable benefit
 - d. Committing any act of sexual abuse or misconduct

8. Supervision of a PTA by a PT includes all of the following EXCEPT:
- Notification by the PTA to the Board of Healing Arts of each supervising PT's name and license number
 - Onsite personal supervision of aides, technicians, or paraprofessionals by the PT, or PTA under the direction of the PT, being immediately available to support personnel.
 - Support personnel may be delegated skilled professional care of patients beyond basic "tasks" if given onsite instructions
 - Consideration of the education, training, experience and skill level of the physical therapist assistant
9. The Kansas Physical Therapy Practice Act specifically states that the supervising physical therapist must supervise each physical therapist assistant working under his or her direction and supervision. How often must the physical therapist see each patient treated by the physical therapist assistant?
- A minimum of every 30 days
 - A minimum of every two weeks
 - A minimum of weekly
 - Neither the Statutes nor the Rules and Regulations specify a specific time frame, except when a PTA initiates treatment after phone consultation with the PT
10. The Kansas State Board of Healing Arts can now impose a fine on a physical therapists for a first offense not to exceed:
- \$100
 - \$5,000
 - \$10,000
 - \$500
11. Under the Kansas Physical Therapy Practice Act, which of the following are NOT within the scope of physical therapy practice?
- Laser surgery
 - Anodyne treatment
 - Electromyography
 - Nerve conduction velocity testing
12. Physical therapists can provide, without a referral, services that do not constitute treatment for a specific condition, disease, or injury in all of these cases, EXCEPT:
- To employees solely for the purpose of education and instruction related to workplace injury prevention
 - To the public for the purpose of fitness, health promotion and education
 - To nursing home residents for treatment of incontinence
 - To athletes for sports performance enhancement
13. Physical therapists may evaluate and treat a patient for no more than 30 consecutive calendar days without a referral under the following conditions EXCEPT:
- The patient has previously been referred to a PT for physical therapy services by a licensed physician, podiatrist, physician assistant, or an advanced registered nurse practitioner (working pursuant to the order, direction or practice protocol of a person licensed to practice medicine and surgery), a chiropractor or a dentist in appropriately related cases, or a therapeutic licensed optometrist pursuant to subsection (e) of K.S.A. 65-1501 and amendments hereto
 - The patient's referral for physical therapy was made more than one year from the date a PT implements a program of physical therapy treatment without referral
 - The physical therapy treatment being provided to the patient without referral is for the same injury, disease, or condition as indicated in the referral for such previous injury, disease or condition
 - The PT transmits to the physician or other practitioner identified by the patient a copy of the initial evaluation no later than five business days after treatment commences
14. Which statement is a description of an appropriate activity for a PTA?
- Interpretation of a referral, followed by performance and documentation of initial examination, testing, evaluation, diagnosis, and prognosis
 - Provision of physical therapy treatment interventions following an established plan of care
 - Development or modification of a plan of care that is based on a reexamination of the patient or client that includes the physical therapy goals for intervention
 - Documentation of the patient's discharge summary

15. Physical therapists are required to countersign notes written by physical therapists and physical therapist assistants who are working under a temporary permit.
- True
 - False
16. Physical therapists and physical therapist assistants who have temporary permits must have direct supervision by a licensed physical therapist until they pass the appropriate PT or PTA national examination.
- True
 - False
17. According to the Kansas Physical Therapy Practice Act, physical therapists are not allowed to delegate parts of the skilled physical therapy treatment to physical therapy aides.
- True
 - False
18. Physical therapist assistants can write the discharge summary for a patient (e.g., a summary of treatments, patient progress, goals met, prognosis for further increase in function, etc.).
- True
 - False
19. Physical therapists are required to carry malpractice insurance in the amount of 1 million/3 million.
- True
 - False
20. In a sports medicine clinic, it is appropriate for a physical therapist assistant who is also an athletic trainer to evaluate and treat a patient and bill for it as physical therapy.
- True
 - False
21. If I know a physical therapist or physical therapist assistant is practicing unethically or illegally, and do nothing about it, I am in violation of the Kansas Physical Therapy Practice Act.
- True
 - False
22. According to Kansas Rules and Regulations, it would be considered unprofessional conduct for a PTA to allow his/her patients to refer to him/her as “my physical therapist”.
- True
 - False
23. It is unprofessional conduct for a physical therapist or a physical therapist assistant to refer a patient or a client to a health care entity for services if the PT or PTA has a significant investment interest in the health care entity, unless the patient/client is informed in writing of the significant investment interest and that the patient/client can obtain services elsewhere.
- True
 - False
24. The PT Advisory Council currently consists of three PTs, a physician, and a member of the Kansas State Board of Healing Arts.
- True
 - False
25. Physical therapists may provide services without a referral to special education students who need physical therapy services to fulfill the provisions of their individualized education plan or individualized family service plan.
- True
 - False

Applicant Name: _____
(please print or type)



STATE VERIFICATION FORM

Send to all states in which a license or registration has ever been issued. Verification fees may be applicable and are the applicant's responsibility. Please contact individual boards to confirm fees. The applicant should complete the top section. The official state board should complete the bottom section and return directly to the Kansas State Board of Healing Arts.

I, hereby authorize and request the state Board of _____ having control of any documents, records and other information pertaining to me to furnish to the Kansas State Board of Healing Arts information including documents and/or records regarding charges or complaints filed against me or my license/registration; formal, informal, pending, closed or any other pertinent information.

Full Name: _____
Other Names Used (if applicable): _____ Date of Birth: _____ / _____ / _____
License or Registration No.: _____ Issue Date: _____ / _____ / _____
Profession: _____
Signature: _____ Date: _____

Full Name of licensee or registrant: _____
License or Registration No.: _____ Status: _____
Issue Date: _____ / _____ / _____ Expiration Date: _____ / _____ / _____
License Method: _____ School: _____

DISCIPLINARY ACTIONS:
Is the applicant currently the subject of a pending investigation by a licensing or disciplinary authority in your state? Yes No Unable to Divulge

Have formal disciplinary proceedings been initiated against the applicant or applicant's license or registration by a disciplinary authority in your state? Yes No Unable to Divulge

Comments _____

(SEAL)

Signature _____
Title _____
State Board of _____
Date _____