

*****FOR OFFICE USE ONLY*****

Optician Checklist

- Endorsement Examination
- Application and Fee
- Date: _____ Check: _____
- HS Transcript or 2 year Optician School
- ABO Score/Certification
- Apprenticeship program 2-yr.
- Employment 1-yr. (other state)
- Exam – Learning Curve
- License Verification from other states



*****FOR OFFICE USE ONLY*****

Application Approved:
License Number:
Issue Date:
Signature of Board Administrator
ID#:
Receipt #:

**Rhode Island
Board of Opticianry**
Room 104
3 Capitol Hill
Providence, RI 02908-5097

Instructions and Application For

**License As An
Optician**

by

- Endorsement**
- Examination**

License # _____
Name _____

MILITARY STATUS ELIGIBILITY

*(Documentation Required)
see next page for instructions*

Please check ONE of the following criteria for expedited application:

- I am in active military duty or a reservist
- I am a military veteran with honorable discharge
- I am the spouse of someone in active military duty or the spouse of a reservist

Applicant - Print Name

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LAST NAME

FIRST NAME

MI

Phone: (401) 222-2828

TTY/TDD: (800) 745-5555

Fax: (401) 222-1272

LICENSURE REQUIREMENTS

- Completed Application with Cover Page - Applications are valid for 1 year from the day they are received at RIDOH. If you are not licensed within the year you must submit a new application.
 - Check or money order (preferred), made payable (in U.S. funds only) to the RI General Treasurer in the amount of **\$30.00** and attached to the upper left-hand corner of the first (Top) page of the application. THIS APPLICATION FEE IS NONREFUNDABLE.
 - Successful completion of the written and practical examinations from the American Board of Opticianry (ABO). To register for the exams please visit <https://www.abo-ncle.org>. Scores/Certification must be sent directly from the American Board of Opticianry. Massachusetts licensees who have successfully completed a practical exam with "The Learning Curve" must have results **sent directly** from The Learning Curve or Massachusetts Opticianry Board to the RI Board of Opticianry.
 - Official transcript from an accredited school of Opticianry (two (2) year program)
- OR**
- Certification of completion of at least a two (2)-year apprenticeship program from another state (Please Note: Rhode Island does **not** have an apprenticeship program).
 - Verification of at least one (1)-year licensure in another state (Use Interstate Verification Form enclosed in this application for this purpose).
 - Notarized** verification of at least one (1)-year of opticianry employment in state of licensure or other state.
 - High School transcript **sent directly** from the high school to the RI Board of Opticianry.
 - If you have ever been licensed in another state, license verification(s) must be sent directly from the state(s) in which you hold or have held a license. (Interstate Verification Form included in this application can be used for that purpose)
 - If applying for expedited military status, please complete the Military Expedition Form at the end of this application packet.

Licensure Information

Please visit the RIDOH website at <http://www.health.ri.gov/licenses> to Verify your license, download Rules and Regulations/Laws for your profession, download change of address forms, other licensing forms or obtain our contact information. HEALTH will not, for any reason, accelerate the processing of one applicant at the expense of others.

License Certificates

RIDOH will be providing wallet license cards ONLY on issuance of licenses. If you wish to receive a license certificate, suitable for framing, please check the box below and attach a separate check in the amount of \$30.00 made payable to RI General Treasurer.

- I would like to receive a license certificate. I have enclosed a separate check in the amount of \$30.00

<p>7. Preferred Mailing Address Please check <u>ONE</u></p>	<p><input type="checkbox"/> Please use my Home Address as my preferred mailing address</p> <p><input type="checkbox"/> Please use my Business Address as my preferred mailing address</p>
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<p>8. Qualifying Education</p> <p>Please list the name and information about the school that you attended that qualifies you for this license.</p>	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; height: 15px; width: 100%;"></td> </tr> <tr> <td style="font-size: 8px;">Type of School (University, College, Technical School, etc.)</td> </tr> <tr> <td style="border: 1px solid black; height: 15px; width: 100%;"></td> </tr> <tr> <td style="font-size: 8px;">Name of School</td> </tr> <tr> <td style="padding: 5px;">Date Graduated: <table style="display: inline-table; border-collapse: collapse;"><tr><td style="border: 1px solid black; width: 20px; height: 15px;"></td><td style="border: 1px solid black; width: 20px; height: 15px;"></td></tr><tr><td style="font-size: 8px; text-align: center;">Month</td><td style="font-size: 8px; text-align: center;">Year</td></tr></table> <table style="display: inline-table; border-collapse: collapse; margin-left: 20px;"><tr><td style="border: 1px solid black; width: 20px; height: 15px;"></td><td style="border: 1px solid black; width: 20px; height: 15px;"></td><td style="border: 1px solid black; width: 20px; height: 15px;"></td><td style="border: 1px solid black; width: 20px; height: 15px;"></td></tr><tr><td style="font-size: 8px; text-align: center;">Month</td><td style="font-size: 8px; text-align: center;">Year</td><td style="font-size: 8px; text-align: center;">Month</td><td style="font-size: 8px; text-align: center;">Year</td></tr></table></td> </tr> <tr> <td style="border: 1px solid black; height: 15px; width: 100%;"></td> </tr> <tr> <td style="font-size: 8px;">Degree Received (Bachelor of Arts, Master of Science, Diploma, etc.)</td> </tr> </table>		Type of School (University, College, Technical School, etc.)		Name of School	Date Graduated: <table style="display: inline-table; border-collapse: collapse;"><tr><td style="border: 1px solid black; width: 20px; height: 15px;"></td><td style="border: 1px solid black; width: 20px; height: 15px;"></td></tr><tr><td style="font-size: 8px; text-align: center;">Month</td><td style="font-size: 8px; text-align: center;">Year</td></tr></table> <table style="display: inline-table; border-collapse: collapse; margin-left: 20px;"><tr><td style="border: 1px solid black; width: 20px; height: 15px;"></td><td style="border: 1px solid black; width: 20px; height: 15px;"></td><td style="border: 1px solid black; width: 20px; height: 15px;"></td><td style="border: 1px solid black; width: 20px; height: 15px;"></td></tr><tr><td style="font-size: 8px; text-align: center;">Month</td><td style="font-size: 8px; text-align: center;">Year</td><td style="font-size: 8px; text-align: center;">Month</td><td style="font-size: 8px; text-align: center;">Year</td></tr></table>			Month	Year					Month	Year	Month	Year		Degree Received (Bachelor of Arts, Master of Science, Diploma, etc.)
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<p>9. Other State License(s)</p> <p>Please answer the question and list state(s), if applicable</p>	<p>Have you ever held, or do you currently hold, a license in another state? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If the answer to this question is “yes”, enter all other state licenses in Question 10 (below):</p>
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<p>10. Licensure</p> <p>List all states or countries in which you are now, or ever have been licensed to practice your profession.</p>	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black;">State/Country:</td> <td style="width:10%;"></td> <td style="width:10%; text-align: center;"><input type="checkbox"/> Active <input type="checkbox"/> Inactive</td> <td style="width:50%; border-bottom: 1px solid black;">State/Country:</td> <td style="width:10%;"></td> <td style="width:10%; text-align: center;"><input type="checkbox"/> Active <input type="checkbox"/> Inactive</td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td></td> <td style="text-align: center;"><input type="checkbox"/> Active <input type="checkbox"/> Inactive</td> <td style="border-bottom: 1px solid black;"></td> <td></td> <td style="text-align: center;"><input type="checkbox"/> Active <input type="checkbox"/> Inactive</td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td></td> <td style="text-align: center;"><input type="checkbox"/> Active <input type="checkbox"/> Inactive</td> <td style="border-bottom: 1px solid black;"></td> <td></td> <td style="text-align: center;"><input type="checkbox"/> Active <input type="checkbox"/> Inactive</td> </tr> </table> <p>YOU must send an “Interstate Verification Form” (See page 10) to each state in which you are, or ever have been, licensed as an Optician (Make copies as needed).</p>	State/Country:		<input type="checkbox"/> Active <input type="checkbox"/> Inactive	State/Country:		<input type="checkbox"/> Active <input type="checkbox"/> Inactive			<input type="checkbox"/> Active <input type="checkbox"/> Inactive			<input type="checkbox"/> Active <input type="checkbox"/> Inactive			<input type="checkbox"/> Active <input type="checkbox"/> Inactive			<input type="checkbox"/> Active <input type="checkbox"/> Inactive
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<p>11. Criminal Convictions</p> <p>Respond to the question at the top of the section, then list any criminal conviction(s) in the space provided.</p> <p>If necessary, you may continue on a separate 8½ x 11 sheet of paper.</p>	<p>Have you ever been convicted of a violation, plead Nolo Contendere, or entered a plea bargain to any federal, state or local statute, regulation, or ordinance or are any formal charges pending? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Abbreviation of State and Conviction¹ (e.g. CA - Illegal Possession of a Controlled Substance):</p> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black; width: 80%;"></td> <td style="width: 10%; text-align: center;">Month</td> <td style="width: 10%; text-align: center;">Year</td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="text-align: center;"><table border="1" style="width: 20px; height: 15px;"></table></td> <td style="text-align: center;"><table border="1" style="width: 20px; height: 15px;"></table></td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="text-align: center;"><table border="1" style="width: 20px; height: 15px;"></table></td> <td style="text-align: center;"><table border="1" style="width: 20px; height: 15px;"></table></td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="text-align: center;"><table border="1" style="width: 20px; height: 15px;"></table></td> <td style="text-align: center;"><table border="1" style="width: 20px; height: 15px;"></table></td> </tr> </table>		Month	Year		<table border="1" style="width: 20px; height: 15px;"></table>	<table border="1" style="width: 20px; height: 15px;"></table>		<table border="1" style="width: 20px; height: 15px;"></table>	<table border="1" style="width: 20px; height: 15px;"></table>		<table border="1" style="width: 20px; height: 15px;"></table>	<table border="1" style="width: 20px; height: 15px;"></table>
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<p>12. Disciplinary Questions</p> <p>Check either Yes or No for each question.</p>	<p>1. Has any Health Professional license, certificate, registration, or permit you hold or have held, been disciplined or are formal charges pending? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <hr style="border-top: 1px dashed black;"/> <p>2. Have you ever been denied a license, certificate, registration or permit in any state? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Note: If you answer “Yes” to any question, you are required to furnish complete details, including date, place, reason and disposition of the matter on a separate sheet of paper.</p>
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13. Affidavit of Applicant

Complete this section and sign.

Make sure that you have completed all components accurately and completely.

I, _____, being first duly sworn, depose and say that I am the person referred to in the foregoing application and supporting documents.

I have read carefully 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 denial, suspension or revocation of my license to practice as an Optician in the State of Rhode Island.

I understand that this is a continuing application and that I have an affirmative duty to inform the Rhode Island Board of Opticianry of any change in the answers to these questions after this application and this affidavit is signed.

Signature of Applicant

Date of Signature (MM/DD/YY)



Rhode Island Board of Opticianry

Room 104, 3 Capitol Hill
Providence, RI 02908-5097
(401) 222-2828

Substitute forms are not acceptable, copy this form as needed.

INTERSTATE VERIFICATION FORM - OTHER STATE LICENSE(S)

I am applying for a license to practice as an Optician in the State of Rhode Island. The Rhode Island Board of Opticianry requires that the following form be completed by the jurisdiction(s) in which I hold or have held a license. This constitutes authority for you to release all information in your files, favorable or otherwise, directly to the Rhode Island Board of Opticianry at the above address.

Print/Type Full Name _____ Signature _____ Date _____

Previous Names Used _____ Social Security Number _____ Date of Birth _____

License Number _____ Date Issued _____

THIS SECTION TO BE COMPLETED BY THE OPTICIANRY BOARD

Opticianry Program Completed:	Location:	Graduation Date:
Licensed by Examination? <input type="checkbox"/> Yes <input type="checkbox"/> No	Applicant has completed and passed the National Certification Exam: <input type="checkbox"/> Yes <input type="checkbox"/> No	
License Status: <input type="checkbox"/> Active <input type="checkbox"/> Inactive <input type="checkbox"/> Lapsed	Original Date Issued:	Expiration Date:

Questions:

- Has this licensee ever been investigated by your Board? Yes No
- Has this licensee incurred any disciplinary proceedings in your state, or is any action pending? Yes No
- Has the applicant's license ever been denied, surrendered, reprimanded, suspended, revoked or placed on probation? Yes No
- Do you know of any information that may discredit this person? Yes No

If you answer "Yes" to questions 1-4, please provide a written explanation below, and attach a copy of all supporting documentation (e.g., Board order, complaint, etc.).

Certification:

Signature _____ Date _____

Type or Print Name _____

Title _____

Full Name of Licensing Board _____



Please Affix
Board Seal Here

Please return directly to the Board at the above address. Thank you for your prompt cooperation.



Rhode Island Department of Health Military Expedition Form

Please attach this form to the *front* of your completed application and mail to the address shown on the application cover.

Pursuant to Rhode Island General Laws § [5-88-1](#) et seq., upon application, this state may recognize occupational licenses, certificates or permits obtained from other states for military members and their spouses who relocate to this state pursuant to military orders. The Rhode Island Department of Health (RIDOH) will expedite your or your spouse's health professional license application provided the following conditions are met.

I. PROFESSION/LICENSE TYPE

Please indicate the profession and/or license type you are applying for so that your application can be routed to the correct office:

Profession/License Type: _____

II. MILITARY STATUS

Please check ONE of the following criteria for expedition:

I am in active military duty or a reservist.

I am the spouse of someone in active military duty or the spouse of a reservist.

I am a military veteran with honorable discharge. *You do not need to complete the rest of this application – please skip to the signature line.*

III. PROOF OF MILITARY STATUS

Please attach a copy of proof of your military status such as one of the following: Leave Earning Statement (LES), Letter from Command, or Copy of Orders

IV. MILITARY CHANGE OF STATION ORDER

Permanent Change of Station Order

V. PROOF OF GOOD STANDING

Proof of good standing from the board in the other state in which the person has a license.

VI. Criminal Background Check (a "BCI") (*unless required in the initial license application*)

BCI completed from the RI Attorney General's Office.

VII. ATTESTATIONS:

Check all that apply:

No board in any other state has revoked the license for which I am applying as a result of negligence or intentional misconduct.

I have never surrendered an occupational license, certificate, or permit because of negligence or intentional misconduct.

I do not have a complaint, allegation, or investigation currently pending before a board in another state which relates to unprofessional conduct or an alleged crime.

I attest that the above responses and information are true and accurate to the best of my knowledge and that none of the information set forth above is false, erroneous, or defective in any important, as set forth in R.I. Gen. Laws § 11-18-1. I understand that this application is being made to the Rhode Island Department of Health, which shall rely upon my attestation and the information provided in this document.

Signature of Applicant

Date

On a case-by-case basis RIDOH may grant a temporary license should the military member or spouse need additional time to complete education, training, and/or experience for the licensure in Rhode Island. RIDOH will contact the applicant directly should that be needed.