



General Licensing Frequent Questions

How do I get an application?

You can download your application from our [Application and forms page](#).

Does my application need reviewing by the Commission before approval?

Approval of the routine applications (those with no derogatory information) can take approximately three to five business days for approval in the office by Commission staff. Those applications with minor derogatory information (considered non-routine) can be reviewed by a member of the Commission and require an additional two weeks for review. Those applications with serious issues or current/prior disciplinary action must be reviewed by the full Commission and can take anywhere from three to six months (or longer depending on the issues). Please note: if grounds for denial exist, any application the Commission receives may not be withdrawn.

How can I meet the requirement in order to sign the AIDS training affidavit?

You can meet this requirement by either attending a formal training course, self-directed activities like journal reading, or even treatment of AIDS patients. This is to ensure you have current knowledge on blood-borne contagious diseases.

Why do I have to provide you with my Social Security Number?

Federal legislation mandates that any government entity that issues a license (driver's license, business license, professional license) must collect a social security number. Compliance is mandatory for the issuance of a license. For those individuals coming from outside the country, you will have to work with the Immigration and Naturalization Service to obtain the appropriate visa that will allow the Social Security Administration to issue you a social security number.

How should I pay the application, renewal, or other fee?

The Department of Health accepts personal checks, cashier's checks, or money orders. All checks and money orders need payment in U.S. funds. At this time, the Department cannot accept payment by credit or debit card. You can mail the payment to:

Department of Health
P.O. BOX 1099
Olympia WA 98507-1099



Why is my first license Valid for less than a year?

Your first license is valid only until your first birthday after issuance, not for a full calendar year. After your first renewal of that license, you will begin renewing in the two-year renewal cycle established for your profession. [WAC 246-12-020](#)