

Virginia Board of Physical Therapy  
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## INSTRUCTIONS

### Direct Access Certification by Transitional Doctorate

(This form has been designed for use as a checklist)

### **APPLICANTS APPLYING FOR THE DIRECT ACCESS CERTIFICATION MUST HOLD A CURRENT/ACTIVE VIRGINIA PHYSICAL THERAPIST LICENSE.**

If all documentation/information has been received from the applicant, the licensing process takes approximately 10 days or less. Upon receipt of the license application an acknowledgement letter is emailed to the applicant advising the applicant what items have been received and what items are lacking.

Applications will remain in process no longer than one (1) year. If, at the end of one (1) year a license is not issued, the application file is **destroyed**. An applicant shall reapply for licensure, submit fees, required documentation, and meet the qualifications for licensure in effect at the time of the new application.

- 1. FEES** – All fees are non-refundable. The fee for certification is \$75.00. Payment is made online with a Visa, MasterCard or Discover Card.
  
- 2. PROOF OF PROFESSIONAL EDUCATION - OFFICIAL** transcript from your school to include school seal, date of graduation and program completed.

### **PLEASE NOTE:**

1. A licensed physical therapist who has obtained a certificate of authorization pursuant to §54.1-3482.1 may evaluate and treat a patient for no more than 30 consecutive days after an initial evaluation without a referral under specific conditions as outlined in § 54.1-3482.
2. **Faxed documents are not acceptable.**
3. Only original documents will be accepted.
4. Applications altered in any way may not be accepted.