

Montana Board of Respiratory Care Practitioners

PO Box 200513
301 S Park, 4th Floor
Helena, MT 59620-0512
Phone: 841 2300

Email: dlibsdrpc@mt.gov Website: www.respcare.mt.gov

Licensing Requirements and Application Checklist RESPIRATORY CARE PRACTITIONER

License Requirements for Respiratory Care Practitioner

Below are the minimum requirements you must meet in order to be licensed in the state of Montana.

1. Attestation of having a high school diploma or equivalent [37-28-202 (1)(a)(i) MCA and ARM 24.213.402].
2. Attestation of completion of a respiratory care educational program accredited or provisionally accredited by the American Medical Association's Committee on Allied Health Education and Accreditation in collaboration with the Joint Review Committee for Respiratory Therapy Education or their successor organizations, www.coarc.com, [37-28-202 (1)(a)(ii) MCA and ARM 24.213.402].
3. Pass the National Board for Respiratory Care (NBRC) examination www.nbrc.org, [37-28-202(1)(b) MCA and ARM 24.213.402, ARM 24.213.408(2)]
4. Documentation that verifies 36 months of practice prior to making application for licensure.
5. In the absence of #4, applicants may test or retest and achieve a passing score to provide evidence of competency and qualify for licensure. [24.213.402(7)(a)(b)].

Checklist of Required Documents to Submit for Application for Respiratory Care Practitioners

The following documents and additional forms are required in addition to the basic application. Some documents may be submitted directly by the applicant as part of the application. Others, such as transcripts, may need to be sent to the board directly from the source.

- Official license verification from states and jurisdictions in which the applicant holds or has ever held a professional license of any type. It is up to you to request official verifications from those states and jurisdictions,
- If you answered yes to discipline questions, include a detailed explanation on the event(s) and documentation from the source (licensing board, federal agencies/programs, or civil/criminal court proceedings such as initiating/charging documents, final disposition/judgement documents, etc.).
- Results of the NBRC exam from NBRC or an equivalent. [ARM 24.213.408(2)]
- Provide practice experience as a respiratory care practitioner for the last 3 years including:
 - o all locations of practice in the last three years. [ARM 24.213.402(7)(a)(b)]
 - o Include names, address and contact of facilities, and dates of employment.

Application Fee(s) for Respiratory Care Practitioner

The following fee(s) must be submitted with your application. Online applicants can pay using a credit card or e-check. If you submit a paper application you must submit a check. Do not mail cash.

- \$100 application fee

You can apply for a license online at <https://ebiz.mt.gov/POL/> or download a paper application from the website. Online application is recommended.

Please include a valid e-mail address with your application. E-mail is the department's primary form of communication.

If you have any questions about the application process or the licensing requirements please contact the Department of Labor and Industry Professional Licensing Bureau using the contact information at the top of this checklist.