

Allopathic Medical License

Renewal Guide

*Feb. 1, 2023-Jan. 31, 2025 renewal and
Feb. 1, 2024-Jan. 31, 2026 renewal*

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Does your Florida allopathic medical license expire on Jan. 31 of 2025 or 2026? Keep this guide handy to avoid renewal delays and get up to speed on exemptions and CME benefits.

THE BASICS

- Make sure the Florida Department of Health (DOH) has your current mailing address on file to ensure that you receive notification regarding renewal. Failure to renew an active or inactive license by the expiration date will result in the license being placed in delinquent status. Take note:

- ▶ *The active renewal fee is \$379.*
- ▶ *The inactive renewal fee is \$149.*

[Click here to update your DOH profile and renew your license](#)

- If a delinquent licensee is not renewed as active or inactive before the expiration of the current licensure cycle, his or her license will become null and void without further action by the Florida Board of Medicine or DOH.
- Licensees requesting reactivation of their licenses from inactive or retired status are required to pay additional fees and comply with specific continuing education requirements. Contact the Florida Board of Medicine a info@flboardofmedicine.gov to request your reactivation requirements.

Biennial (Two-Year) Continuing Medical Education (CME)

Requirements: Forty (40) total hours/credits. Biennial renewals are on Jan. 31 of odd (2025) and even (2026) calendar years. CME must be obtained from Feb. 1 of the first year through Jan. 31 of the second year during each two-year renewal cycle (2023-2025 and 2024-2026).

For each biennial renewal cycle, the 40 total hours/credits earned must include:

- ▶ *Two hours of Prevention of Medical Errors*
- ▶ *Two hours of Prescribing Controlled Substances if you are registered with the DEA, whether you live/practice in or out of the state of Florida*
- ▶ *Two hours of Domestic Violence CME Every third biennium*

EXEMPTIONS FOR FIRST-TIME RENEWALS

If this is your first time renewing since the initial issuance of your license, you are exempt from the general 40-hour biennial CME requirement and only required to complete two hours of Prevention of Medical Errors, one hour of HIV-AIDS and two hours of Prescribing Controlled Substances if you are registered with the DEA, whether you are in or out of state. FMA members can take these courses for free or at a discount through [our online CME catalog](#).

YOUR CME MUST BE REPORTED

CE Broker is the official continuing education tracking system for the Florida Department of Health. A basic CE Broker account is free, but two other options are available, including a concierge-level plan – discounted for FMA members – that handles the process of managing, tracking, and reporting your CME. [Click here for details](#) about this discount. Every course you take that is directly provided by the FMA will be reported to CE Broker on your behalf. [Visit the Florida Board of Medicine website](#) for even more information.



MORE EXEMPTIONS AND BENEFITS

If you are a member of the U.S. Armed Forces on active duty and in good standing with the Board at the time of becoming active and entitled to practice in Florida, you may be eligible for exemption from renewal requirements for the duration of your active duty, and for a period of six months after discharge, as long as you are not practicing in private sector for-profit.

If you are the spouse of a member of the U.S. Armed Forces, you may be eligible to be exempted from licensure renewal requirements, but only in cases of absence from the state because of your spouse's duties with the Armed Forces.

If you volunteer as an expert witness and provide expert witness opinions for complaints filed with DOH for cases being reviewed pursuant to Chapter 458 or 468, F.S., you can receive five hours of CME credit in the area of risk management for each case reviewed, up to a maximum of 15 hours per biennium. Volunteer expert witnesses are encouraged to perform a literature survey in conjunction with a review of cases for the Board.

You can obtain five hours of CME in risk management or medical ethics by attending one full day or eight hours, whichever is more, of disciplinary hearings at a regular Board of Medicine meeting.

If you volunteer 160 hours of medical services to indigent Florida residents with incomes at or below 200 percent of the Federal Poverty Level during the previous biennium, you may be eligible for a waiver of your biennial renewal fee and some of the continuing education hours (no more than 25 percent) required for license renewal. However, the continuing education requirements for Domestic Violence, HIV-AIDS, and Prevention of Medical Errors courses cannot be waived.

Current and former Board of Medicine members can receive up to five hours of credit per biennium in the area of risk management for serving on the Board's probable cause panel.

If you are a supervising physician for a licensed physician who is under direct supervision for at least one year, you are entitled to six hours of CME credit in risk management for each physician being supervised. If you are a **monitoring physician** for a licensed physician who is under indirect supervision for at least one year, you are entitled to three hours of CME credit in risk management for each physician being monitored. Only the first five hours of the CME can be used toward the risk management CME. All subsequent hours can be used to satisfy the general CME requirement.

MORE EXEMPTIONS AND BENEFITS CONTINUED

You can fulfill up to five hours of CME credit per biennium by performing pro bono medical services for an entity serving the indigent, underserved populations or areas of critical need. Credit will be given on an hour-per-hour basis. See the Board's rule 64B8-13, F.A.C. to determine if your services meet the requirements for credit.

If you are a member of the Legislature, the requirements for biennial renewal of your license shall stand continued and extended without the requirement to apply for renewal with the Board or DOH. Such license shall be active status throughout your period in the Legislature, and for 60 days after you leave office. However, at any time during your legislative term and during the 60 days after it ends, you may file a completed application that shall consist solely of:

- ▶ *A renewal fee of \$250 for each year your license was continued and extended since the last otherwise regularly scheduled biennial renewal year, and each year during which the renewed license shall be effective until the next regularly scheduled biennial renewal date.*
- ▶ *Documentation of completing 10 hours of CME credit for each year from the effective date of your last renewed license until the year in which you apply for renewal.*
- ▶ *Compliance with practitioner profile requirements in s. 456.031(1)(a)1-8 and (b), and (4)(a), (b), and (c).*

If you post a sign with a schedule of your charges, you may be exempt from paying license fees and completing CME for one biannual renewal period. Florida Statutes created provisions for exemption from one two-year reporting cycle of CME credits and license fees for primary care physicians who post a schedule of medical charges. This waiver does not include the unlicensed activity fee, background check fee or dispensing fee.

"Primary care physicians" include medical doctors, osteopathic physicians and Advanced Practice Registered Nurses who provide medical services commonly provided without referral from another healthcare provider, including family and general practice, general pediatrics and general internal medicine.

If you are currently registered to dispense medicinal drugs to your patients, you are required to renew your registration at the same time you renew your medical license. If you no longer wish to dispense medicinal drugs, you can cancel your registration by checking the appropriate box on the renewal application.

If you are not currently registered to dispense medicinal drugs and would like to register, you can complete the registration process when you renew your license by checking the appropriate box on the renewal application and paying the dispensing registration fee of \$100 in addition to your renewal fee.

If you hold a Limited License or an Area of Critical Need (ACN) license, you will renew by paper application. You must submit a verification of employment letter from the medical director of the ACN facility along with the renewal application. If you practice medicine strictly on a volunteer basis, your renewal fees are waived, and you will need to submit a notarized fee waiver affidavit.

QUESTIONS?

FMA members who have additional questions about licensure or CME can contact us for direct assistance at education@flmedical.org or (850) 224-6496.