

CRIMINAL RECORDS CHECK REQUIRED FOR INITIAL LICENSURE AND RESTORATION OF LICENSE

Chapters 4730, 4731, 4760, and 4762 of the Ohio Revised Code requires all individuals applying for a new license or restoring a license with the State Medical Board of Ohio to submit fingerprints for a criminal records check completed by the Ohio Bureau of Criminal Identification and Investigation (BCII) and the Federal Bureau of Investigation (FBI).

Instructions for Individuals Residing in Ohio

Applicants residing in Ohio are required to utilize "NationalWebCheck," Ohio's electronic fingerprint system, to electronically submit their fingerprints to BCII. The Board will typically receive the results of criminal records check submitted via "NationalWebCheck" within 7 to 10 business days. In addition to the BCII fee and FBI fee, the electronic fingerprinting company/agency may charge a handling fee to process the fingerprints.

Since the law requires applicants for licensure to submit a criminal records check completed by both BCII and the FBI, applicants **MUST** use the services of a vendor that participates in the "National WebCheck." The Sheriff's offices in all 88 Ohio counties participate in the "National WebCheck." A list of all vendors, searchable by county, is available online at:

<http://www.ohioattorneygeneral.gov/Services/Business/WebCheck>

When locating an electronic fingerprinting site on this web page, please note that you **MUST use the services of a vendor that has (NWC) listed after the vendor's name.** Only these entities participate in "National WebCheck." The Board does not endorse or recommend any specific electronic fingerprinting company/agency.

You need both the BCII and FBI criminal records check for initial licensure, and license restoration. By law, the Board cannot complete the processing of your application until it receives the background check reports from both BCII and FBI.