 <p><b>Mercy</b> MEDICAL CENTER DES MOINES <small>A member of Mercy Health Network</small></p>	GME Department Policy		Page 1 of 2
	<b>Medical Licensure, Narcotic Registrations, and Other Certifications</b>		Effective Date: January, 2014 Reviewed:


**POLICY:**

Mercy Medical Center Residency Programs recognize State of Iowa and other accrediting body requirements for medical licensure as well as other state or federal registrations and/or certifications. Residents must obtain and maintain the appropriate medical license and certifications while enrolled in the program. In addition, Mercy is required to report unprofessional or inappropriate conduct to the Iowa Board of Medical Examiners.

**PROCEDURES:**

A. Medical Licensure

1. Residents are required to obtain State of Iowa Resident License prior to the start of their program. Licensure fees are the responsibility of the resident.
2. Guidelines for Part III Board Exam:
  - a. Residents are responsible for the cost of all examination fees and study materials.
  - b. Residents must have taken Part III of their USMLE or COMELX by September 1 of their second year and must pass by February 28 of that year. Directors of Medical Education are required to report the names of trainees in their second year who have not met this requirement to their partner OPTI by May 1 for report to the AOA by May 31 of each program year.
  - c. Residents are expected to notify their Program Director of their intention to take the Boards and to present their scores as soon as available.
  - d. Residents are allowed one failure on Part III of their Boards but will be mandated to use CME time for a Board Review prior to another attempt.
  - e. If a resident has failed Part III prior to entering the residency, it is a requirement that they take a board review course at their own expense prior to attempting the exam again.
  - f. If a resident has taken Part III and failed, they must meet with their Program Director for approval to take the exam again.
  - g. Residents must pass Part III on their second attempt.
  - h. Failure to pass Part III after two attempts will result in non-renewal of the resident contract.
3. Residents who obtain permanent licensure during their residency program are responsible to maintain it in good standing and to pay all associated fees. It is up to each program to determine if they have a required timeline for permanent Iowa license and notify residents of same.

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**B. State and Federal Narcotic Registrations**

1. Residents in training are permitted to utilize the Mercy DEA number (AM4033445) with a three digit suffix added by the respective program for personal identification.
2. Once a resident obtains a permanent medical license and applies for and receives state (CSA) and federal (DEA) narcotic registrations, these registration numbers should be utilized for all future prescriptions. Residents are responsible to maintain these narcotic registrations in good standing and to pay all associated fees.

**C. Other Certifications**

1. Residents are required to obtain and maintain ACLS Certification. Training programs are offered and paid for by Mercy Medical Center – Des Moines.
2. Residents are required to obtain and maintain ATLS Certification. Training programs are offered and paid for by Mercy Medical Center – Des Moines.
3. Individual programs determine requirements for the following training programs offered to residents and paid for by Mercy Medical Center – Des Moines.
  - ALSO (Advanced Life Support in Obstetrics)
  - FCCS (Fundamentals in Critical Care Support)
  - FLS (Fundamentals in Laparoscopic Surgery)
  - NRP (Neonatal Resuscitation Program)
  - PALS (Pediatric Advanced Life Support)

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Signature

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Title