



# GUAM BOARD OF MEDICAL EXAMINERS

Department of Public Health & Social Services  
194 Hernan Cortez Avenue, Terlaje Building, Suite 213, Hagatna, GU 96910

## APPLICATION FOR FULL MEDICAL LICENSURE INSTRUCTIONS AND REQUIREMENTS

**IMPORTANT:** Please adhere to the following instructions carefully to ensure timely processing of your application. Incomplete submissions may result in delays. If additional forms are required, please make copies as necessary. Allow up to 30 days from the submission date before inquiring about the status of your application. Should further information be needed, you will be contacted using the email or phone number provided in your application.

A checklist is included to assist in ensuring your submission is complete. Kindly verify that all required documentation is included and use the checklist to confirm completeness. The Board may request additional documentation to verify or support the information provided. Be sure to retain a copy of all documents submitted for your records.

### REQUIREMENTS FOR LICENSURE / SUMMARY OF CHECKLIST:

- Section A Full Medical Licensure Application (GBME-1)**
- Section B 2x2 Photo**
- Section C Proof of Eligibility to work in the United States**
- Section D Record of Payment and Fee (GBME-7)**
- Section E Continuing Medical Education Report (GBME-9)**
- Section F Interview Questionnaire (GBME-11)**
- Section G Release of Information (GBME-21)**
- Section H Federation of Credential Verification Service (FCVS)**
- Section I Qualifying Examination Certificate**
- Section J National Practitioner Data Bank (NPDB)**
- Section K American Medical Association (AMA)**
- Section L Detailed Practice Plan**



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## CHECKLIST FOR FILING AN APPLICATION FOR FULL MEDICAL LICENSURE:

### Section A Full Medical Licensure Application (GBME-1)

1. Complete the entire application and submit with original signatures. Ensure the application is notarized. If an item or question is not applicable, indicate N/A.
2. Applications must include the following GBME forms: **GBME-1, GBME-7, GBME-9, GBME-11, and GBME-21**.
3. Please type or print.

### Section B 2x2 Photo

1. Attach a NEW 2x2 passport-style photo to page 1 of the application taken within six (6) months of submitting the application.
2. **DO NOT** provide scanned images, Polaroids, or black-and-white photos.

### Section C Proof of Eligibility to work in the United States

1. Provide a copy of your U.S. Passport, Permanent Resident Card, or Work Visa (as applicable).

### Section D Record of Payment and Fee (GBME-7)

1. Complete the entire record of payment form and submit payment of the \$150 Application Fee & \$250 License Fee. Both fees are non-refundable.
2. Make all checks or money order payable to 'Treasurer of Guam'.
3. Online payments may be made on the Board website at [www.guamhplo.org/gbme/pay](http://www.guamhplo.org/gbme/pay).

### Section E Continuing Medical Education Report (GBME-9)

1. A minimum of 100 Continuing Medical Education (CME) credit hours must be completed within the past two (2) years. Of these, at least 50 credit hours must be Category I and directly relevant to your area of practice.
2. Complete the entire continuing medical education reporting form and ensure to attach a copy of all certificates or transcripts.
3. Physicians who completed residency within the last (2) years are exempt from this requirement.



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## **Section F Interview Questionnaire (GBME-11)**

1. Complete the entire interview questionnaire form. Be sure to initial after each question in the space provided.
2. All “YES” answers (with the exception of question #15) to any of the questions must be accompanied by a written statement, including dates, explaining the circumstances.

## **Section G Release of Information (GBME-21)**

1. Complete the entire release of information form. Be sure to carefully read the entire form before signing.

## **Section H Federation of Credential Verification Service (FCVS)**

1. Contact the Federation of State Medical Boards (FSMB) to request for a copy of your FCVS Medical Professional Profile to be released to the GBME.

## **Section I Qualifying Examination Certificate**

1. Submit a copy of your certificate or transcript confirming the successful completion of the FLEX, NBME, USMLE, COMLEX, or any other relevant exams, as applicable.
2. **Foreign Graduates** will also need to provide a copy of their ECFMG certificate.

## **Section J National Practitioner Data Bank (NPDB)**

1. Submit an NPDB self-query directly to the Board. Submission via mail or email will suffice.

## **Section K American Medical Association (AMA)**

1. Contact the AMA to request for a copy of your AMA Physician Profile to be released to the GBME.



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## Section L Detailed Practice Plan

1. Provide a letter to the Board outlining your reasons for obtaining a Guam medical license. The letter should include the following information:
  - **Specialty** - Clearly state your medical specialty or area of practice (e.g., family medicine, cardiology, psychiatry, etc.).
  - **Years of Experience** - Provide an overview of your experience, including the number of years you have been practicing in your specialty. If applicable, include details of any advanced certifications or subspecialties.
  - **Location of Practice** – Include the name of the clinic, hospital, or facility you will be employed at.
  - **Additional Information** - Feel free to include any other relevant details that will support your application. This could include:
    - Your motivation for practicing in Guam (e.g., community needs, personal connection, or professional opportunities).
    - Previous experience or visits to Guam, if applicable.

### Application Submission Address:

Guam Board of Medical Examiners  
194 Hernan Cortez Avenue  
Terlaje Professional Bldg., Suite 213  
Hagatna, GU 96910



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## CHECKLIST FOR FULL MEDICAL LICENSURE

Name: \_\_\_\_\_ Date of Application: \_\_\_\_\_

Specialty: \_\_\_\_\_

\_\_\_\_\_ Guam Board of Medical Examiners form 1 (**GBME-1**) application.

\_\_\_\_\_ Photo – Signed and Dated, taken within the past six (6) months.

\_\_\_\_\_ Proof of Eligibility to work in the United States (i.e. U.S. Passport, Permanent Resident Card, or Work Visa).

\_\_\_\_\_ Guam Board of Medical Examiners Form 7 (**GBME-7**) for record of payment.

\_\_\_\_\_ Guam Board of Medical Examiners Form 9 (**GBME-9**) for CME Report. (2022, 2023, & Current)

\_\_\_\_\_ Guam Board of Medical Examiners Form 11 (**GBME-11**) for interview questionnaire.

\_\_\_\_\_ Guam Board of Medical Examiners Form 21 (**GBME-21**) for release of information.

\_\_\_\_\_ Federation Credential Verification Service (**FCVS**) Medical Professional Profile for primary source verification; to be sent directly to the GBME.

\_\_\_\_\_ Qualifying Examination Certificates that you have completed in accordance to GMBE requirements for each new applicant: FLEX; NBME; USMLE; COMLEX; OTHER.

\_\_\_\_\_ National Practitioner Data Bank self-query sent directly to GBME.

\_\_\_\_\_ Notarized copy of ECFMG certificate for foreign medical graduates or original certificate sent directly to GBME.

\_\_\_\_\_ American Medical Association (**AMA**) physician's profile sent directly to GBME.

\_\_\_\_\_ Detailed Practice Plan. (*Employer on Guam*)

**NOTE: If required items are not submitted with the application, the application will be considered incomplete and will not be processed until all items requested are received.**



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**ATTACH  
2x2  
PHOTO  
HERE**

## APPLICATION FOR FULL MEDICAL LICENSURE

### A. IDENTIFICATION:

NAME: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

SOCIAL SECURITY NO.: \_\_\_\_\_ PLACE OF BIRTH: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ CONTACT NO.: \_\_\_\_\_

NPI: \_\_\_\_\_ DEA: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PRIMARY PRACTICE NAME AND ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

TELEMEDICINE: \_\_\_ YES \_\_\_ NO  
(Please provide the name and address of the clinic or hospital where you are providing telemedicine services.)

### B. EDUCATIONAL INFORMATION:

EDUCATIONAL BACKGROUND	NAME & ADDRESS	DATE GRADUATED	DEGREE
COLLEGE/UNIVERSITY			
MEDICAL SCHOOL			
POST GRADUATE TRAINING (Only list ACGME or AOA approved internship, residency, and fellowship)			



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## C. PROFESSIONAL INFORMATION:

1. List *past* and *current* medical license for the United States and its Territories and Canada:

\_\_\_\_\_

\_\_\_\_\_

2. EXAMINATIONS TAKEN (List only if passed and list all parts and dates taken if applicable):

ECFMG: \_\_\_\_\_

FLEX:      Component 1: \_\_\_\_\_      Component 2: \_\_\_\_\_

NBME:      Part 1: \_\_\_\_\_      Part 2: \_\_\_\_\_      Part 3: \_\_\_\_\_

USMLE:      Part 1: \_\_\_\_\_      Part 2: \_\_\_\_\_      Part 3: \_\_\_\_\_

3. Professional Experience as a physician over the five (5) consecutive years:

FROM	TO	LOCATION	TYPE OF PRACTICE	REASON FOR DISCONTINUATION

4. ABMS (American Board of Medical Specialties) Specialty Certification:

a. I am ABMS BOARD CERTIFIED in the following:

<u>Specialty</u>	<u>Date Issued</u>	<u>Date Expired</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

**(NOTE: ATTACHED COPY OF EACH ABMS BOARD CERTIFICATION)**

5. My area of practice is/are: \_\_\_\_\_



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## D. AFFIDAVIT:

**TO BE SWORN BEFORE AN OFFICER AUTHORIZED TO ADMINISTER OATHS BY THE APPLICANT WHO HAS COMPLETED THIS FORM, AND IS APPLYING FOR GUAM LICENSURE.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SUBSCRIBED AND SWORN TO BEFORE ME THIS  
\_\_\_\_\_ DATE OF \_\_\_\_\_

NOTARY PUBLIC: \_\_\_\_\_

(NOTARY SEAL)

COMMISSION EXPIRES: \_\_\_\_\_





# GUAM BOARD OF MEDICAL EXAMINERS

## RECORD OF PAYMENT

### I. IDENTIFICATION

Name: \_\_\_\_\_  
(LAST) (FIRST) (MIDDLE)

Mailing: \_\_\_\_\_  
(CITY) (STATE) (ZIP)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### II. Verification of Licensure: Please print the complete name used on original license and your Social Security Number

Name: \_\_\_\_\_ License #: \_\_\_\_\_

**Fee:** Please make all check or money orders payable to *Treasurer of Guam*. Online payments can be made at [www.guamhpl.org/gbme](http://www.guamhpl.org/gbme) (additional 5% convenience fee).

All fees are **NON-REFUNDABLE**.

Please check your request(s):

- |         |  |    |        |
|---------|--|----|--------|
| 1. ( )  | Application Fee                                    | \$ | 150.00 |
| 2. ( )  | License Fee  | \$ | 250.00 |
| 3. ( )  | USMLE Step 3 Examination                           | \$ | 530.00 |
| 4. ( )  | Temporary License                                  | \$ | 125.00 |
| 5. ( )  | License Renewal                                    | \$ | 250.00 |
| 6. ( )  | Late Renewal Penalty Fee                           | \$ | 150.00 |
| 7. ( )  | Inactive Status                                    | \$ | 300.00 |
| 8. ( )  | Reinstatement of License                           | \$ | 400.00 |
| 9. ( )  | License Verification                               | \$ | 25.00  |
| 10. ( ) | Re-Issuance (duplicate) License Certificate        | \$ | 100.00 |
| 11. ( ) | Re-Issuance (duplicate) License Card               | \$ | 20.00  |
| 12. ( ) | Physicians Practice Act                            | \$ | 10.00  |
| 13. ( ) | Physicians Practice Act Admin. Rules & Regulations | \$ | 10.00  |
| 14. ( ) | Photocopy (up to five (5) pages)                   | \$ | 4.00   |
| 15. ( ) | Photocopy (each additional page)                   | \$ | .50    |

### Interstate Medical Licensing Compact

- |        |                         |    |        |
|--------|-------------------------|----|--------|
| 1. ( ) | Application Fee         | \$ | 150.00 |
| 2. ( ) | License Fee             | \$ | 250.00 |
| 3. ( ) | Letter of Qualification | \$ | 300.00 |

**NOTE:** Mail this form to the: *Guam Board of Medical Examiners, 194 Hernan Cortez Ave. Suite 213, Hagatna, GU 96913*

ACCOUNT #: 5211335

FOR OFFICE USE ONLY: Payment ( ) Check ( ) Money Order

Field Receipt No.: \_\_\_\_\_ Date Paid: \_\_\_\_\_

GBME-7



# GUAM BOARD OF MEDICAL EXAMINERS

## CME (CONTINUING MEDICAL EDUCATION) CATEGORIES

- Category I: Continuing Medical Education activities accredited by the American Medical Association and other activities approved in advance by the GBME. A minimum of 50% of the credit hours reported should be in this category.
- Category II: Continuing Medical Education Activities with non-accredited sponsorship.
- Category III: Medical teaching credit may be claimed for contact hours of teaching of medical students, interns, residents, and allied health professionals.
- Category IV: Papers, Publications, Books and Exhibits; ten (10) credit hours may be claimed for each paper published or given before a medical audience.
- Category V: Credit hours may be claimed for time spent with Self-Instruction activities (journal reading, studying medical audiovisual material), patient care review and Self-Assessment Examinations.
- Category VI: Other Meritorious Learning Experiences: These activities that do not fit into the other five (5) categories, but which the applicant feels represent valid continuing medical education. Submit a description of the activity for review by the Board.

## CME REQUIREMENTS

1. **Initial application for full licensure:**
  - a. A minimum of 100 credit hours of CME over the past two (2) years. Of this, at least 50%(50 credits) must be in Category I. (Attach copies.)
2. **Renewing a full medical license:**
  - a. A minimum of 50 credit hours (relevant in the field of your practice) of CME over the past two (2) years, must be in category I. (Attach copies.)
  - b. At least two (2) credit hours of category I CME must be in Medical Ethics course(s). (Attach copies.)

**Note:** The Physician's Recognition Award obtained from the American Medical Association will be recognized as category I credits. Completion of an ACGME accredited residency or fellowship within the last year prior to application for licensure will meet the GBME CME requirements. Verification of such training must be provided to the GBME.



# GUAM BOARD OF MEDICAL EXAMINERS

## CONTINUING MEDICAL EDUCATION REPORT

**A. IDENTIFICATION**

1. Name: \_\_\_\_\_  
(LAST) (FIRST) (MIDDLE) (MAIDEN)

2. SSN.: \_\_\_\_\_ Date of birth: \_\_\_\_\_

3. Guam License No.: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**B. CME CATEGORIES AND REQUIREMENTS: A minimum of 100 credit hours of CME over the past two(2) years. Of this, at least a minimum of 50 Category I credit hours relevant in the field of your practice. (SEE REVERSE PAGE)**

**C. LISTING OF CONTINUING EDUCATION PARTICIPATION: (PLEASE PRINT OR TYPE)**

Course Title	Sponsored By	Dates Attended	Accredited/Approved by (AMA, AAFP, ACOG, etc.)	Category	Credit Hours

Total No. of Credit hours Reported: \_\_\_\_\_

I certify under penalty of perjury to the truth and accuracy of all statements, answers and representations made in the foregoing.

\_\_\_\_\_

(Signature of Physician)

\_\_\_\_\_

(Date)

**ATTACH COPIES OF ALL CATEGORY I CERTIFICATES**



# GUAM BOARD OF MEDICAL EXAMINERS

## INITIAL APPLICATION INTERVIEW QUESTIONNAIRE

(PAGE 1 OF 2)

Name of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE INDICATE YES or NO and INITIAL each entry.**

*(All "YES" answers to the following questions must be accompanied by a written statement with dates explaining the circumstances that must be acceptable to the GBME.)*

		YES	NO	INITIAL
1.	Has your license to practice medicine ever been revoked, suspended, or restricted or has there been any disciplinary action taken against you in any state or territory?			
2.	Have you ever been convicted of any felony or misdemeanor, except for minor traffic violations under the laws of any state or territory?			
3.	Has any disciplinary action ever been taken against you by a government agency, law enforcement agency, any peer review body, healthcare institution, or professional medical society regarding your clinical or ethical performance as a physician?			
4.	Have you ever voluntarily surrendered your medical license while under investigation in any state or territory?			
5.	Have you ever been licensed or privileged to practice medicine by a government jurisdiction including the military, public health, or foreign government?			
6.	Have you ever been denied a narcotic license, charged or convicted of a violation of a Federal, State, or Territorial Narcotics Law, or asked to surrender your narcotic license?			
7.	Has your staff privileges at any hospital/healthcare institution ever been denied, reduced or removed, or have you ever been subject to disciplinary action for reasons pertaining to your clinical or ethical performance as a physician?			
8.	Have you ever voluntarily resigned or limited your staff privileges at any hospital/Health care institution while under formal or informal investigation by the institution or a committee thereof?			
9.	Have you ever voluntarily resigned or withdrawn from a nation state or county medical society, association or organization while under a formal or informal investigation by the institution or a committee thereof?			
10.	Have you ever had a liability judgments(s) or/and legal settlement(s)?			
11.	Have you ever changed your practice specialty?			



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## INITIAL APPLICATION INTERVIEW QUESTIONNAIRE

(PAGE 2 OF 2)

12.	Have you ever been addicted to the use of narcotics, barbiturates, alcohol or other drugs?			
13.	Do you presently have a physical or mental health condition that can affect or is reasonably likely to affect your ability to perform your medical duties or affect your clinical judgment?			
14.	Have you ever been licensed or applied for licensure on Guam? If "YES" Please indicate date:			
15.	Are you a citizen of the United States? If "NO" you must provide proof that you will lawfully be in the United States or a jurisdiction thereof for the purpose of practicing medicine.			

**Under penalty of perjury, any misrepresentation to the Guam Board of Medical Examiners can constitute ground for denial, suspension, or revocation of your medical license and prosecution to the full extent of the laws of Guam.**

**This form, when completed must be submitted with your application for medical licensure.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\_\_\_\_\_  
 Name and Signature of Reviewing Board Representative  
 Guam Board of Medical Examiners

\_\_\_\_\_  
 Date



# Guam Board of Medical Examiners

Applicant Full Legal Name: \_\_\_\_\_  
(First, Middle, Last, Suffix)

Date of Birth: \_\_\_\_\_  
(mm/dd/yyyy)

I, \_\_\_\_\_ being first duly sworn upon his/her oath deposes and says: that I am the person herein named subscribing to this application; that I have read the complete Guam Board of Medical Examiners' application, know the full content thereof, and declare under penalty of perjury, that all of the information contained herein and evidence or other credentials submitted herewith are true and correct, to include all previously submitted documents; and that I am the lawful holder of the degree of Doctor of Medicine or Doctor of Osteopathy as prescribed by this application, that the same was procured in the regular course of instruction and examination, and that it, together with all the credentials submitted, were procured without fraud or misrepresentation or any mistake of which I am aware and that I am the lawful holder thereof. Further, I hereby authorize all hospitals, institutions or organizations, my references, licensing boards, personal physicians, employers (past, present and future), or business and professional associates (past, present, and future), and all government agencies (local, state, federal, or foreign) to release to the Guam Board of Medical Examiners or its successors any information, files or records, including medical records, educational records, and records of psychiatric treatment and treatment for drug, alcohol and/or substance abuse or dependency, requested by that Board in connection with this application; or any further or future investigation by that Board necessary to determine any medical competence, professional conduct, or physical or mental ability to safely engage in the practice of medicine. I further authorize the Guam Board of Medical Examiners or its successors to release, in any investigation or proceeding, to the organizations, individuals or groups listed above any information which is material to this application or any subsequent licensure. I understand that such collection of information may include physical documents, electronically transmitted documents and verbal discussion in person, via phone or electronic devices, e.g., via the internet.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)