



**6. List ALL professional activities since the time of cancellation of your Kansas license.** Account for all time and explain all gaps in professional activity. Attach an additional sheet if necessary. List actual work location, not corporate headquarter's address.

Activity: \_\_\_\_\_ Employer (if applicable) \_\_\_\_\_

Location: \_\_\_\_\_ Dates: From \_\_\_\_\_ To \_\_\_\_\_  
street city state mm/yy mm/yy

Activity: \_\_\_\_\_ Employer (if applicable) \_\_\_\_\_

Location: \_\_\_\_\_ Dates: From \_\_\_\_\_ To \_\_\_\_\_  
street city state mm/yy mm/yy

Activity: \_\_\_\_\_ Employer (if applicable) \_\_\_\_\_

Location: \_\_\_\_\_ Dates: From \_\_\_\_\_ To \_\_\_\_\_  
street city state mm/yy mm/yy

Activity: \_\_\_\_\_ Employer (if applicable) \_\_\_\_\_

Location: \_\_\_\_\_ Dates: From \_\_\_\_\_ To \_\_\_\_\_  
street city state mm/yy mm/yy

**7. List all states or jurisdictions in which you are currently or have ever been licensed, registered or certified as an Athletic Trainer. Attach an additional sheet if necessary. KSBHA will verify your credentials except for any state that does not provide free and current verifications on their official state website. For those states, you may complete the attached *Licensure Verification* form and forward to all Boards or similar entities in which you have held an AT license, registration or certification. Some entities charge a fee for this information. Contact the entity to determine their requirements.**

I have never been licensed, registered or certified in another state or jurisdiction.

State/Jurisdiction	License, Registrant, Certificate no.	Status	Issue Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**8. Recommendation by a peer that has known the applicant for a minimum of 1 year.**

I \_\_\_\_\_, a practicing athletic trainer in the state of \_\_\_\_\_  
(name, please print) (state name)

affirms that \_\_\_\_\_ has been known to me for \_\_\_\_\_ year(s), and that applicant, to  
(name of applicant)

the best of my knowledge is an ethical practitioner, is of good professional character, and not addicted to the use of alcohol or drugs.

\_\_\_\_\_  
signature

\_\_\_\_\_  
address

\_\_\_\_\_  
date

\_\_\_\_\_  
city, state and zip

Applicant Name: \_\_\_\_\_  
(please print or type)

9. Please answer each of the following questions by putting a check in the appropriate box. All “yes” answers MUST be thoroughly explained in detail on a separate signed page. You are required to furnish complete details including date, place, reason and disposition of the matter and attach all relevant documentation. All information received will be checked accordingly to verify the truth and veracity of your answers. It is imperative that you honestly and fully answer all questions, regardless of whether you believe the information requested is relevant. If you are unsure of your response to a particular question, check the “yes” box and submit the appropriate form if required. Your responses on your application are evaluated as evidence of your candor and honesty. An honest “yes” answer to a question on your application is not definitive as to the Boards' assessment of your present moral character and fitness, but a dishonest “no” answer is evidence of a lack of candor and honesty, which may be definitive on the character and fitness issue. Please be advised that a false response to any of these questions may be grounds for denial of licensure and reported to the appropriate data banks. If a question is not applicable, then check the “no” box.

- (a) Yes  No  Have you ever been dropped, suspended, expelled, fined, placed on probation, allowed to resign, requested to leave temporarily or permanently, or otherwise had action taken against you by any professional training program prior to completing the training?
- (b) Yes  No  Have you ever had any application for any professional license refused or denied by any licensing authority?
- (c) Yes  No  Have you ever been refused or denied the privilege of taking an examination required for any professional licensure?
- (d) Yes  No  Have you ever been warned, censured, disciplined, had admissions monitored, had privileges limited, suspended, revoked or placed on probation, or have you ever involuntarily or voluntarily (to avoid disciplinary action or investigation) resigned or withdrawn from any licensed hospital, nursing home, clinic or other health care facility in which you have trained, including but not limited to residency or postgraduate training programs, or otherwise been a staff member, been a partner or held privileges?
- (e) Yes  No  Have you ever been denied staff membership with any licensed hospital, nursing home, clinic or other health care facility?
- (f) Yes  No  Have you ever been requested to resign, withdraw or otherwise terminate your position with a partnership, professional association, corporation or other practice organization, either public or private?
- (g) Yes  No  Have you ever voluntarily surrendered any professional license?
- (h) Yes  No  Has any licensing authority ever limited, restricted, suspended, revoked, censured or placed on probation or had any other disciplinary action taken against any professional license you have held?
- (i) Yes  No  Have you ever been notified or requested to appear before a licensing or disciplinary agency?
- (j) Yes  No  To your knowledge, have any complaints (regardless of status) ever been filed against you with any licensing agency, professional association, hospital, nursing home, clinic or other health care facility?
- (k) Yes  No  Has any professional association imposed any disciplinary action against you?
- (l) Yes  No  Within the past 2 years, have you used any alcohol, narcotic, barbiturate, or other drug affecting the central nervous system, or other drug which may cause physical or psychological dependence, either to which you were addicted or upon which you were dependent?
- (m) Yes  No  Within the past 2 years, have you been diagnosed or treated for any physical, emotional or mental illness or disease, including drug addiction or alcohol dependency, which limited your ability to practice the healing arts with reasonable skill and safety?
- (n) Yes  No  Within the past 2 years, have you used controlled substances, which were obtained illegally or which were not obtained pursuant to a valid prescription order or which were not taken following the directions of a licensed health care provider?

- (o) Yes  No  Have you ever practiced your profession while any physical or mental disability, loss of motor skill or use of drugs or alcohol, impaired your ability to practice with reasonable safety?
- (p) Yes  No  Do you presently have any physical or mental problems or disabilities which could affect your ability to competently practice your profession?
- (q) Yes  No  Have you ever been denied a Drug Enforcement Administration (DEA) or state bureau of narcotics or controlled substance registration certificate or been called before or warned by any such agency or other lawful authority concerned with controlled substances?
- (r) Yes  No  Have you ever surrendered your state or federal controlled substances registration or had it revoked, suspended, or restricted in any way?
- (s) Yes  No  Have you ever been notified of any charges or complaints filed against you by any licensing or disciplinary agency?
- (t) Yes  No  Have you ever been arrested? Do not include minor traffic or parking violations or citations except those related to a DUI, DWI or a similar charge. You must include all arrests including those that have been set aside, dismissed or expunged or where a stay of execution has been issued.
- (u) Yes  No  Have you ever been charged with a crime, indicted, convicted of a crime, imprisoned, or placed on probation (a crime includes both Class A misdemeanors and felonies)? You must include all convictions including those that have been set aside, dismissed or expunged or where a stay of execution has been issued.
- (v) Yes  No  Have you ever been court martialled or discharged dishonorably from the armed services?
- (w) Yes  No  Have you ever been a defendant in a legal action involving professional liability (malpractice), or had a professional liability claim paid in your behalf, or paid such claim yourself?
- (x) Yes  No  Have you ever been denied provider participation in any State Medicaid or Federal Medicare Programs or in a private insurance company?
- (y) Yes  No  Have you ever been terminated, sanctioned, penalized, or had to repay money to any State Medicaid or Federal Medicaid Programs or private insurance company?

**Additional information, reference question letter and include date, place, reason and disposition of the matter. Attach all relevant legal documentation.**

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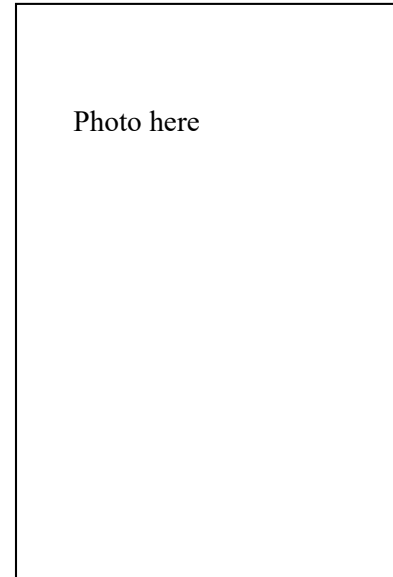


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Applicant Name: \_\_\_\_\_  
 (please print or type)

**10. Photo.**

Attach a **2"x3" wallet size photograph** of applicant with head and shoulder areas only. The photograph must have been taken within 90 days prior to date of application. Proof photographs, negatives, copies of photographs, poor quality, photographs cut from books, newspaper articles or passport photos are **NOT** accepted.



**11. Oath must be signed by applicant and notarized.**

I, \_\_\_\_\_, being first duly sworn, depose and say that I am the person referred to in the foregoing application and supporting documents. I have carefully read the questions in the foregoing application and have answered them completely, without reservations of any kind, and I declare under penalty of perjury that my answers and all statements made by me herein are true and correct. Should I furnish any false information in this application, I hereby agree that such act shall constitute cause for the denial, suspension, or revocation of my license to practice as an athletic trainer in the state of Kansas and may subject me to a fine not exceeding \$10,000 and term of imprisonment not exceeding 5 years of each violation (K.S.A. 21-3805).

\_\_\_\_\_  
Signature of Applicant

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

SEAL here

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Commission Expires

**12. Official electronic verification from BOC or a notarized copy of an active BOC certification or a copy of continuing education certificates as required by KAR 100-69-11 if applicable.**

**13. Notarized copy of a current first aid certification.**

**14. License Designation.** Please select the license designation you are requesting

- ACTIVE:** A license issued to a person engaged in the practice of athletic training. Individuals must maintain and submit evidence of satisfactory completion of a program of continuing education and as a condition of providing services as an athletic trainer in this state that constitute the practice of the healing arts, each athletic trainer licensed by the board shall file a practice protocol with the board on a form issued by the board. Each active license may be renewed annually.
- INACTIVE:** A license issued to a person who meets all the requirements for a license to practice as an athletic trainer and who does not actively practice in this state. Each inactive license may be renewed annually and must submit evidence of satisfactory completion of a program of continuing education.

**15. Application fee of \$80. NPDB report of \$3. Make the fees payable to: Kansas State Board of Healing Arts or charge by credit/debit card using the attached authorization form.**

Applicant Name: \_\_\_\_\_  
(please print or type)



**Third Party Authorization**

Must be signed by applicant and notarized.

I, \_\_\_\_\_, hereby authorize all hospitals, institutions or organization, my references, personal physicians, employers (past and present), business and professional associates (past and present) and all government agencies (local, state, federal or foreign) to release to the Kansas Board of Healing Arts or its successors any information, files or records requested by the Board in connection with this application. I further authorize the Kansas State Board of Healing Arts or its successors to release to the organizations, individuals, or groups listed above any information which is material to this application or any subsequent licensure.

\_\_\_\_\_  
Signature of Applicant

Sworn to before me this \_\_\_\_\_ day of

\_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_ Notary Public

\_\_\_\_\_ Commission Expires

SEAL here



## GENERAL INFORMATION AND INSTRUCTIONS

### Athletic Trainer

Please visit <http://www.ksbha.org/statutes/booklets/athletictrainers.pdf>  
for all information governing an Athletic Trainer License.

Thank you for your interest in becoming licensed in Kansas. Please read the following information very carefully. This information is vital to the successful completion of your application. Often your questions are covered in this form. Please allow two (2) weeks after the submission of the application before contacting our office. Do not make a commitment to any work dates prior to being licensed.

It is highly recommended you make and keep copies, for your records, of all items submitted for review. In addition, when mailing you may want to request a delivery confirmation to confirm your application has been received at the Kansas Board of Healing Arts (KSBHA).

One of the missions of KSBHA is public protection through effective licensure and enforcement. One way the public is safeguarded is by issuing licenses to fully qualified, competent and ethical applicants. You will be asked a series of attestation questions. A "yes" answer is not an automatic disqualification from licensure. All applicants are considered on an individual basis. You may be requested to submit additional information or documents to the requirements mentioned before the application will be deemed complete to determine whether you are fit for licensure. You should know that licensure is a privilege, not a right. Failure to fully disclose could constitute grounds alone for denial of your application. Please avoid some of the common excuses: "My attorney told me I don't have to disclose." or "I did not think the prior act had anything to do with my profession or that it was still on my record or that it happened so long ago." There is no excuse for not disclosing.

Kansas Application Fees must be submitted with the application and are **NOT** refundable. Kansas application fee is \$80.00. Make checks payable to KSBHA. Checks returned for any reason by the payer's financial institution must be replaced by a money order, certified check, or credit card. To pay by debt or credit card please complete the credit card authorization form.

You must submit any change of address to the Board. Please visit our website to complete the "Change of Address" form.

Portions of the application may be copied and sent to the appropriate place to be completed and mailed directly to the Kansas Board of Healing Arts.

The National Practitioner Data Bank (NPDB) Report was mandated by Congress and tracks regulatory board disciplinary actions, certain actions resulting from peer review and malpractice payments. For all applications postdated on or after October 1, 2014 include a \$3.00 report fee for the Board to obtain the NPDB report.

Licenses/Certificates expire December 31 and are renewed annually. License renewal will be required of all receiving a permanent license prior to September 1.

### CHECK LIST - Did you complete the following?

**ALL** questions answered on the application

Request verification from states, countries or jurisdictions, if applicable

Signature of recommendation #8

Documentation to any "YES" answers to #9

Head and shoulder photograph (size: **2X3** taken within 90 days of application)#10

Sign and have notarized Oath #11

Sign and have notarize Release Form

Official electronic Verification or notarized copy of the BOC certification or a copy of continuing education certificates if applicable #12

Notarized copy of a current first aid certification #13

Completed Protocol

Fees







**STATE VERIFICATION FORM**

Send to all states in which a license or registration has ever been issued. Verification fees may be applicable and are the applicant's responsibility. Please contact individual boards to confirm fees. The applicant should complete the top section. The official state board should complete the bottom section and return directly to the Kansas State Board of Healing Arts.

I, hereby authorize and request the state Board of \_\_\_\_\_ having control of any documents, records and other information pertaining to me to furnish to the Kansas State Board of Healing Arts information including documents and/or records regarding charges or complaints filed against me or my license/registration; formal, informal, pending, closed or any other pertinent information.

Full Name: \_\_\_\_\_  
Other Names Used (if applicable): \_\_\_\_\_ Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
License or Registration No.: \_\_\_\_\_ Issue Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Profession: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Full Name of licensee or registrant: \_\_\_\_\_  
License or Registration No.: \_\_\_\_\_ Status: \_\_\_\_\_  
Issue Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Expiration Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
License Method: \_\_\_\_\_ School: \_\_\_\_\_

**DISCIPLINARY ACTIONS:**

Is the applicant currently the subject of a pending investigation by a licensing or disciplinary authority in your state?  Yes  No  Unable to Divulge

Have formal disciplinary proceedings been initiated against the applicant or applicant's license or registration by a disciplinary authority in your state?  Yes  No  Unable to

Comments \_\_\_\_\_

Signature \_\_\_\_\_ (SEAL)  
Title \_\_\_\_\_  
State Board of \_\_\_\_\_  
Date \_\_\_\_\_



**ATHLETIC TRAINER'S RESPONSIBLE PHYSICIAN and PROTOCOL**

Please enter required information, sign and date at the bottom of the page. Mail or fax form.

Athletic Trainer's Name: \_\_\_\_\_

Responsible Physician's Name:: \_\_\_\_\_

**Under my supervision, the above designated Athletic Trainer will have the authority to act in my behalf and provide the following care**

	YES	NO
Perform evaluations, emergency care, and transportation.	<input type="checkbox"/>	<input type="checkbox"/>
Perform the application of preventative and protective measures designed to prevent injuries or protect existing injuries including taping, padding bandaging, dressing skin wounds and splinting	<input type="checkbox"/>	<input type="checkbox"/>
Initiate standard treatment procedures of applying cold, compression, elevation and rest to injured body parts.	<input type="checkbox"/>	<input type="checkbox"/>
Application of cryotherapy such as cold/ice packs, cold water immersion, ice massage and spray coolants.	<input type="checkbox"/>	<input type="checkbox"/>
Application of thermotherapy such as topical analgesics, moist hot packs, heating pads, infrared heat, and paraffin baths.	<input type="checkbox"/>	<input type="checkbox"/>
Application of hydrotherapy such as whirlpool and contrast bath.	<input type="checkbox"/>	<input type="checkbox"/>
Application of therapeutic exercise common to athletic training such as stretching, conditioning, strengthening, and muscle testing.	<input type="checkbox"/>	<input type="checkbox"/>
Application of additional clinical contemporary therapeutic modalities including patient preparation, set up, determination of dosage and treatment such as but not limited to diathermy (shortwave, microwave, ultrasound) and muscle stimulation.	<input type="checkbox"/>	<input type="checkbox"/>
Application of rehabilitation procedures for post operative injuries and non-operative injuries.	<input type="checkbox"/>	<input type="checkbox"/>
Act as an advisor concerning diet, rest, hydration, hygiene, sanitation, injury/illness prevention, and physical fitness development.	<input type="checkbox"/>	<input type="checkbox"/>

\_\_\_\_\_  
Signature of Responsible Physician and Date

\_\_\_\_\_  
Signature of Athletic Trainer and Date



**AUTHORIZATION AND RELEASE INFORMATION**

Please complete if you would like for Board staff to talk with others concerning your application.

I, \_\_\_\_\_, hereby authorize the Kansas State Board of Healing Arts ("Board")  
print name

to release and discuss any and all information pertaining to my application pending before the Board with the following **TWO** individual(s):

Name of Individual	Phone Number	E-mail Address	Relationship to Individual
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- Application Information (Initial, Reinstatements, Renewals, etc.)     Payment Information     License Verifications  
 Status Changes     Address Changes     Healthcare Stabilization Fund Information     Continuing Education Information  
 Audit Information     Former and/or Current Legal Documents     Former and/or Current Legal Issues

Name of Individual	Phone Number	E-mail Address	Relationship to Individual
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- Application Information (Initial, Reinstatements, Renewals, etc.)     Payment Information     License Verifications  
 Status Changes     Address Changes     Healthcare Stabilization Fund Information     Continuing Education Information  
 Audit Information     Former and/or Current Legal Documents     Former and/or Current Legal Issues

This Authorization and Release **expires one year** from date of signature reflected on this form. Prior to expiration, this Authorization and Release may be revoked in writing at any time. A reproduction of this Authorization and Release shall have the same effect as the original.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date