

# Maryland Psychology License/Registration

## Renewal Information

There are two (2) new requirements to complete before you can renew your license: **Criminal History Record Check and Implicit Bias Training**. Information on these new requirements is below. The online licensing renewal system will open from **January 4, 2024, to March 31, 2024, at 11:59 p.m.** Make sure you have completed your required continuing education (CE) hours. CE hours must be earned between April 1, 2022- March 31, 2024. **For this renewal period only**, all CEs may be obtained through independent study but must be by an approved sponsor.

### **Criminal History Records Checks**

As required in §18–309 Term and renewal of licenses in the Practice Act, you must complete a criminal history records check to renew your license. A complete Criminal History Records Check includes both State and FBI checks. The Department of Public Safety and Correctional Services, Criminal Justice Information System (CJIS) oversees Criminal History Records Checks. History records checks are conducted by being fingerprinted. *(Those who need only 20 CEs DO NOT need a Criminal History Record Check but must have taken a one-time Implicit Bias Training to renew).*

Background checks received in the Board's office from the Criminal Justice Information System (CJIS) by March 31, 2024, will be processed as timely as possible. To avoid delay, get your background done now. Background checks not received from CJIS by March 31, 2024, will result in your license being placed on non-renewed status. Contact CJIS if you have questions about the processing of your background check.

Below are the essential authorization numbers you need to get a background check.

**CJIS Authorization #: 1000002835**

**FBI ORI #: 920502Z**

You are responsible for the State criminal history records and the Federal Bureau of Investigation fees. The fees must be paid directly to the provider. Cash is not accepted. For additional information, contact CJIS at 410-764-4501 or visit <https://www.dpscs.state.md.us/publicservs/fingerprint.shtml>

### Out of State Licensees

If the Board has an out-of-state address on file, an authorization card will be mailed to you. You must present the card at the background check site. If you do not have a card, contact the Board at [mdh.psychologyboard@maryland.gov](mailto:mdh.psychologyboard@maryland.gov), and a card will be provided.

### **Implicit Bias Training**

A one-time Implicit Bias training is needed to renew your license.

During the 2021 legislative session, HB 28/SB 5 *Public Health – Implicit Bias Training and the Office of Minority Health and Health Disparities* Bill passed. One of the authorized sponsors must approve the training as listed in COMAR 10.36.02.06. 06 Authorized Sponsors.

American Psychological Association  
Association for Psychological Science  
American Medical Association  
National Association of Social Workers  
National Association of School Psychologists  
Maryland Department of Health

National Institutes of Health  
Accredited academic institutions

On the online renewal application, include the name of the training in the CE section. You are only required to submit a certificate of completion if your CEs are audited. For more information on Implicit Bias Training, visit the Office of Minority Health and Health Disparities website at <https://health.maryland.gov/mhhd/Pages/Implicit-Bias-Resources.aspx>.

## 2024 RENEWAL FREQUENTLY ASKED QUESTIONS

### IMPLICIT BIAS TRAINING

How many CEs do I need? **The law does not specify.**

Can this count for my diversity requirement as well? **No, this is an additional requirement.**

It says to complete both requirements before the renewal opens. Does this mean an implicit bias course in Late January will not qualify? **It will count.**

### CRIMINAL BACKGROUND CHECK

Once I submit the fingerprint, is there anything else necessary to complete? **Once you are fingerprinted, we will receive your results from CJIS.**

Can I get fingerprinted now if I don't renew until March 2024? **Yes**

How can I get fingerprinted if I live out of state? **If the Board has your out-of-state address on file, you will be mailed a card with the authorization numbers. You must present the card at the background check site. If you do not have a card, contact the Board at [mdh.psychologyboard@maryland.gov](mailto:mdh.psychologyboard@maryland.gov), and a card will be provided.**

Can I use my background check, which was done previously by another state/agency? **No. You must complete a new one using the Board's authorization numbers.**

Do I have to go to the locations listed on the website (DPSCS)? **Check with CJIS for additional sites.**